

Indiana Criminal Justice Institute
INSTRUCTIONS FOR JUVENILE ACCOUNTABILITY BLOCK GRANTS
PURPOSE AREA BUDGET WORKSHEET

Please read these instructions before completing the Budget Worksheet. Contact the Institute if you have questions. Failing to follow instructions or submitting an incomplete Budget Worksheet will delay the processing of your grant application.

Note: A Purpose Area Budget Worksheet (Number 1-16) must be completed for each Purpose Area that you include in your grant application. The form "Total JABG Program Costs Budget Worksheet" will summarize all JABG Purpose Area costs and thus only needs to be completed once. Please copy additional pages if necessary.

A PROJECT PERSONNEL

New Hires & Existing Employees: Newly hired and existing employees paid with grant funds should be listed here.

- Column 1:* List the name of each person paid with grant funds.
Column 2: List each person's position/title.
Column 3: List the percent of time each person will devote to this grant.
Column 4: List each person's gross salary/wage.
Column 5: List the total of fringe benefits to be paid to each person (such as FICA, insurance, unemployment compensation.)
Column 6: Enter the sum of gross salary/wage and fringe benefits under total cost.

Then provide the gross salary/wage, fringe benefits and total cost subtotals for all employees. Please note that for each individual, fringe benefits may not exceed 31.34% of the dollar amount listed in the total cost column (column 6).

Volunteers: Individuals who will be volunteering for this project should be listed here.

- Column 1:* List the name of each volunteer.
Column 2: List each person's position/title.
Column 3: List the percent of time each person will devote to this grant.
Column 4: List the total hours that each person will volunteer.

Job descriptions and resumes of personnel, if available, should be attached for each individual.

B CONTRACTUAL SERVICES

- Column 1:* List each consultant, association, group or firm that will be contracted with to provide services to the project.
Column 2: List the type of consultant from column 1 (individual, association or organization).
Column 3: Provide a brief description of the job or service each contractor will provide.
Column 4: List whether the consultant will be paid hourly, daily, weekly, monthly or with a flat fee.
Column 5: Enter the total cost for each contractor, including travel expenses.

Then provide the total cost subtotal for all contractual services. Please note that compensation for contractual services cannot exceed \$450.00 per eight-hour day (excluding travel and per diem), including fringe benefits. The maximum rate for compensation for consultants working for educational institutions is the consultant's academic salary (project for 12 months) divided by 260.

C TRAVEL EXPENSES

Each line in this section of the budget should be used to record travel expenses for one individual, not expenses for several people traveling to the same destination. Additional lines should be used to separately record travel expenses for other people going on the same trip. Travel expenses for consultants should be listed under Contractual Services.

- Column 1:* List the travel destination.
Column 2: Indicate the purpose for traveling to each destination (e.g., IYI Kids Count in Indiana Conference).
Column 3: Indicate the total cost associated with transportation to each destination. Transportation costs include car mileage (\$.28/mile), bus fare, airfare, parking expenses, etc.
Column 4: Indicate the total per diem for daily subsistence (meals, etc.) associated with each trip. The maximum per diem rates permitted are \$26.00/day for in-state travel and \$32.00/day for travel out of state.
Column 5: Enter the total cost of lodging when overnight travel is involved. The maximum lodging rate permitted is \$79.00/night plus tax for in-state lodging.
Column 6: Enter the sum of total transportation, total per diem and total lodging costs.

Then provide the transportation, per diem, lodging and total cost subtotals for all travel expenses.

INSTRUCTIONS FOR JUVENILE ACCOUNTABILITY BLOCK GRANTS PURPOSE AREA BUDGET WORKSHEET

D EQUIPMENT

- Column 1:* List all equipment to be purchased with grant funds.
Column 2: Indicate whether each item will be leased, rented or purchased.
Column 3: Indicate the quantity of each equipment item that will be acquired.
Column 4: Indicate the per unit cost of each equipment item.
Column 5: Multiply item quantity by the unit cost of each item and enter this amount under total cost.

Then provide the quantity, unit price and total cost subtotals for all equipment. Please note that items that can be purchased for less than \$5,000.00 should be included in Operating Expenses rather than this category.

E OPERATING EXPENSES

- Column 1:* List all expenses to be paid with grant funds. Expenses can include rent (provide square footage and cost per square foot for rental), telephone service, utilities, reproduction of documents, printing, and other charges.
Column 2: List square footage (only for rental space).
Column 3: List cost per square foot (only for rental space).
Column 4: Indicate the quantity of each item that will be acquired (e.g., 2 word processing software packages, 12 months of telephone service, etc.).
Column 5: Indicate the per unit cost of each item.
Column 6: Multiply item quantity by the unit cost of each item and enter this amount under total cost.

Then provide the quantity, unit price and total cost subtotals for all operating expenses. Items that can be purchased for less than \$5,000.00 should be included here (e.g., Software or other electronic office supplies may be included as operating expenses if the cost per item is less than \$5,000.00.)

F CONSTRUCTION

- Column 1:* Indicate whether the construction costs are for new development or remodeling.
Column 2: Describe the new construction or remodeling that will occur.
Column 3: Enter the total cost for the construction.

Attach all necessary documentation to support total costs listed (e.g., feasibility studies, estimates/quotes, contracts, etc.) Legal applicant and contractors must comply with the National Environmental Policy Act environmental impact analysis requirements.

G BUDGET SUMMARY

- Column 1:* Allocation – Enter the sum of JABG allocation amounts you calculated for budget items A through F (Project Personnel, Contractual Services, etc.).
Column 2: Cash Match – Enter the sum of JABG cash match amounts you calculated for budget items A through F (Project Personnel, Contractual Services, etc.).
Column 3: Total Project Cost – Add amount allocated and cash match. Enter this amount in total project cost. Note, the sum of the subtotals listed for A through F (Project Personnel Subtotal, Contractual Services Subtotal, etc.) should match what you have listed for total project cost.

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INSTRUCTIONS FOR JUVENILE ACCOUNTABILITY BLOCK GRANTS TOTAL JABG PROGRAM COSTS BUDGET WORKSHEET INSTRUCTIONS

H TOTAL JABG PROGRAM COSTS BUDGET WORKSHEET INSTRUCTIONS

- Column 1:* Enter the sum of JABG allocation amounts you calculated for budget items A through F (Project Personnel, Contractual Services, etc.) for all Purpose Areas being submitted with this grant application. Add these amounts together and enter the sum in the last row, Grand Total for All Purpose Areas.
- Column 2:* Enter the sum of JABG cash match amounts if any, you calculated for budget items A through F (Project Personnel, Contractual Services, etc.) for all Purpose Areas being submitted with this grant application. Add these amounts together and enter the sum in the last row, Grant Total for All Purpose Areas.
- Column 3:* For each row, add allocation and cash match and the enter sum in the last column total project cost. Add total project costs for Project Personnel, Contractual Services, etc., and enter the sum in the last row, Grand Total for All Purpose Areas. This amount should match question L-3 on page 2 and thus be your total project costs for the entire grant.

Indiana Criminal Justice Institute

JUVENILE ACCOUNTABILITY BLOCK GRANTS PROGRAM CERTIFIED ASSURANCES AND SPECIAL PROVISIONS

(Please include a copy of the certified assurances and special provisions with the application and retain a copy for your records.)

A. *Financial and Administrative Management*

1. The applicant assures that it will comply with applicable financial and administrative OMB Circulars A-87-102 (Common Rule), A-110, and A-133, and will comply with the provisions of the Office of the Comptroller, Office of Justice Programs, OC Financial Guide, current edition.
2. The applicant assures that it will maintain generally accepted accounting procedures to provide for accurate and timely recording and receipt of fund by source, by expenditure by item made from such funds, and of unexpended balances. Adequate controls will be established to ensure that expenditures charged to grant activities are for allowable purposes and documentation is readily available to verify that such charges are accurate.
3. In compliance with Single Audit Act of 1984, P.L. 98-502, the applicant agrees to provide the Indiana Criminal Justice Institute with copies of its annual audit reports performed by the Indiana State Board of Accounts.

B. *Match and Non-Supplanting of State/Local Funds*

1. The applicant assures that federal funds made available through this grant will not be used to supplant state or local funds, but will be used to supplement and increase the amounts of such funds that would, in the absence of federal funds, be made available.
2. The applicant certifies that matching funds required to pay the non-federal portion of the cost of this subgrant are in addition to funds that would have otherwise been made available for the purposes of this project and are not other federal grant funds.

C. *Discrimination Prohibited*

1. The applicant assures that it will comply with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act ADA (1990); Title IX of Education Amendments of 1972; the Age Discrimination Act of 1975; the Department of Justice regulations on disability discrimination, 28 CFR Part 25 and Part 39; and Executive Order 11246, as amended by Executive Order 11375, and their implementing regulations, 41 CFR Part 60.1 et seq., as applicable to construction costs.
2. The applicant assures that in the event a federal or state court or administrative agency makes, or had made, a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against it, the applicant will forward a copy of the finding to the Indiana Criminal Justice Institute within 45 days of the finding, or, if the finding occurred prior the grant award, within 45 days of the award date.

D. *Federal Laws & Regulations Applicable to Federal Assistance Programs*

1. Recipient will comply with Federal laws and regulations applicable to federal assistance programs and with provisions of 28 CFR applicable to grants and cooperative agreements including Part II, Applicability of Office of Management and Budget Circulars; Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22 Confidentiality of Identifiable Research and Statistical Information; Part 23 Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; and Part 63, Floodplain Management and Wetland Protection Procedures.

E. *Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion for Lower Tier Covered Transactions (Subgrantees receiving \$100,000 or more)*

1. As required by Executive Order 12549, 28 CFR Part 67, Section 67.510, the applicant certifies that it and its principles:
 - (a.) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

JUVENILE ACCOUNTABILITY BLOCK GRANTS PROGRAM CERTIFIED ASSURANCES AND SPECIAL PROVISIONS

- (b.) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offenses in connection with obtaining, attempting to obtain, or performing a public (Federal or State) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - (c.) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in the paragraph (1)(b) of this certification; and
 - (d.) Have not within the a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and
2. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

F. *Certification Regarding Lobbying**. As required by Section 1352, Title 31, 28 CFR, Part 69, the prospective subgrantee certifies, by submission of this proposal, that:

- 1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employer of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with making any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, or renewal, amendment, or modification of any Federal grant or cooperative agreement;
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influence or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure of Lobbying Activities,” in accordance with its instructions;
- 3. The undersigned shall require that language of this certification be included in documents for all contracts or cooperative agreements under this grant and that all contractees shall certify and disclose accordingly.

*** The Anti-Lobbying Act, 18 U.S.C. § 1913, recently was amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 for each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 U.S.C. § 1352.**

OMB is currently in the process of amending the OMB cost circulars and the common rule (codified at 28 C.F.R. part 69 for DOJ/OJJDP grantees) to reflect these modifications. However, in the interest of full disclosure, all applicants must understand that no federally appropriated funding made available under this grant program may be used, either directly or indirectly, to support the enactment, repeal, modification, or adoption of any law, regulation or policy at any level of government, without the express approval by the OJJDP through the Office of Justice Programs. Any violation of this prohibition is subject to a minimum \$10,000 fine for each occurrence. This prohibition applies to all activity, even if currently allowed within the parameters of the existing OMB circulars.

JUVENILE ACCOUNTABILITY BLOCK GRANTS PROGRAM CERTIFIED ASSURANCES AND SPECIAL PROVISIONS

G. Drug-Free Workplace (Subgrantees other than individuals)

1. As required by the Drug-Free Workplace Act of 1988 and defined at 28 CFR, Part 67, Sections 67.615 and 67.620, the applicant certifies that it will or will continue to provide a drug-free workplace by:
 - (a.) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b.) Establishing an on-going drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the grantee's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c.) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
 - (d.) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
 1. Abide by the terms of the statement; and
 2. Notify the employer in writing of his or her conviction for a violation of criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.
 3. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the Rehabilitation Act of 1973, as amended, or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - c. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of paragraphs (a), (b), (c), and (d)(1)(2)(3).

Indiana Criminal Justice Institute

JUVENILE ACCOUNTABILITY BLOCK GRANTS PROGRAM CERTIFICATIONS & ACCEPTANCE (All signatures must be original signatures)

The APPLICANT, through the following signatories, certifies that the statements in this grant are true and complete to the best of the APPLICANT'S knowledge and accepts, as to any grant awarded, the obligation to comply with any Indiana Criminal Justice Institute special conditions specified in the Grant Award. "The signatories certify that we have read the instructions for this application and are fully cognizant of our duties and responsibilities with regards to the implementation of the project proposed in the application."

- **Official for Legal Applicant** – A representative of the Legal Applicant identified in **Item D on page 2** of the grant application.
- **Director of Implementing Agency** – Director or similar representative of the Implementing Agency Identified in **Item I on page 2** of the grant application.
- **Project Director** – The Project Director identified in **Item J on page 2** of the grant application.
- **Financial Officer** – The Financial Officer (County Auditor, City Controller, City Clerk-Treasurer, Town Treasurer or other individual) identified in **Item E on page 2** of the grant application.

A. Signature

Official for Legal Applicant

Date

Title

B. Signature

Director of Implementing Agency

Date

Title

C. Signature

Project Director

Date

Title

D. Signature

Financial Officer

Date

Title

Indiana Criminal Justice Institute

**JUVENILE ACCOUNTABILITY BLOCK GRANTS PROGRAM
WAIVER OF DIRECT SUBGRANT AWARD**

Complete and attach copies for each unit of government, other than the lead unit of government, involved with the regional JABG collaboration.

To: Indiana Criminal Justice Institute, Youth Division

The _____ (*Unit of Government*) hereby waives its right to its JABG allocated direct subgrant award amount of \$ _____ (*JAIBG Allocation Amount*) and requests that our unit of government's funds be awarded to _____ (*Designated lead unit of government*). The JABG Plan submitted by this designated lead unit of government includes the needs of our unit of government and our award will be spent for our benefit through this plan. Representation of our unit of government fully participated in the plan development and will continue to monitor and participate in the plan implementation. All cash match associated with our allocated amount has been assured to through the submitted plan.

CERTIFICATION & SIGNATURE

Authorized Official for Unit of Government (*Person authorized to enter into binding commitments on behalf of the unit of government. For example, the mayor.*)

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ON THIS PAGE IS CORRECT.

Typed Name: _____

Typed Title: _____

Original Signature

Date

Indiana Criminal Justice Institute

JUVENILE ACCOUNTABILITY BLOCK GRANT PROGRAM (JABG) ADMINISTRATIVE REQUIREMENTS

JABG awards will be made to eligible units of government in accordance with the following administrative requirements:

- ✓ JABG allocations for units of local government are computed on the basis of a formula using a combination of law enforcement expenditures and Part I violent crime data for the three most recent calendar years for which data is available. Two thirds of each unit's allocation is based on law enforcement expenditure data and one third is based on the reported violent crime arrests, in the same ratio as the aggregate of all other units of general local government in the State.
- ✓ Eligible units of local government receiving JABG allocations must contribute, **in the form of a cash match**, 10% of the total cost of the program to be implemented using JABG funds, *with the exception of construction of permanent correctional facilities, which require a 50% cash match*. Match requirements for JABG allocations have been computed by ICJI and can be found on the **JABG: Indiana Allocations** enclosure. Please note match funds are subject to the same federal regulations as allocated federal funds.
- ✓ Units of local government may use up to 5% of their total JAIBG awards for administrative costs related to the JAIBG program. *All funds used for administrative costs are subject to the match requirement*. JAIBG applicants are permitted to use administrative funds to reimburse the unit of local government for pre-incurred administrative and planning costs associated with the development of the **coordinated enforcement plan for reducing juvenile crime**.
- ✓ No unit of local government may receive an allocation that exceeds 100% of the average law enforcement expenditures of that unit for the three most recent calendar years for which data is available.
- ✓ To be eligible for a direct award, units of local government must have a calculated allocation of \$10,000 or more. Allocations less than \$10,000 revert back to the State and are combined with the State's original share of the JABG award. These funds are being made available to Indiana's 92 counties through a redistribution calculation that ensures that **all** counties receive a minimum JABG allocation. By accepting this redistribution allocation, counties agree to use JABG funds to benefit those units of local government within their county that are not eligible to receive a direct JABG award.
- ✓ JABG applicants are required, by federal guidelines, to establish a **Juvenile Crime Enforcement Coalition (JCEC)** to include (unless impractical), at a minimum, individuals representing: (1) police; (2) sheriff; (3) prosecutor; (4) probation; (5) community corrections; (6) juvenile court; (7) schools; (8) business; and (10) religious affiliated, fraternal, nonprofit, or social service organizations involved with juvenile justice. The JCEC will be responsible for the development of a **coordinated enforcement plan to reduce juvenile crime** to be included as part of the JABG application. *Units of local government are encouraged to utilize or supplement the membership of an existing board(s) to satisfy the JCEC requirement*.
- ✓ Units of local government may waive their right to the JABG allocation, allowing their allocation to revert to the state for reallocation. OR, enter into regional coalitions, combining their JABG allocations. However, a single unit of local government must serve as the fiscal agent for receiving the JABG allocation from the State and obligating/expending funds for the benefit of the combined units.
- ❖ Please direct any questions regarding the administration of the JABG program to:

Indiana Criminal Justice Institute
Youth Division Director
One North Capitol Avenue, Suite 1000
Indianapolis, IN 46204-2038
Phone: (317) 233-3340 Fax: (317) 232-4979

Indiana Criminal Justice Institute

JUVENILE ACCOUNTABILITY BLOCK GRANT PROGRAM (JABG)

APPENDIX A: JABG PERFORMANCE MEASURES BY PURPOSE AREA

The following is a complete list of JABG performance indicators by purpose area. Column 1 contains the name of the purpose area, column 2 the indicator itself, and column 3 contains the following information about each indicator:

1. **Purpose:** Why the indicator is important and what it measures about a program.
2. **Appropriateness:** The types of programs or organizations for which the indicator is most likely to be appropriate.
3. **Reporting:** What a subgrantee using the indicator should report.

The thick lines separate sub-sections of indicators. The first set of indicators in each purpose area are output indicators, the second set are short-term outcome indicators, and the third set are intermediate-term outcome indicators. Subgrantees will report by purpose area for each JABG-funded project/program/initiative and must report on at least one of each type of indicator (i.e., output, short-term, and intermediate-term indicators) per purpose area.

JABG Purpose Area	Performance Measure	Purpose
1. Developing, implementing, and administering <u>graduated sanctions</u> for juvenile offenders.	1. Number of <u>graduated sanctions</u> policies instituted	Determine level of program development. Most appropriate for sites that are developing <u>graduated sanctions</u> and may have developed program guidelines or policies but not yet implemented the program fully. Report the raw number of <u>graduated sanctions</u> policies developed by the grantee site.
	2. Number of <u>juvenile justice units</u> that are implementing <u>graduated sanctions</u> programs	Determine coverage of the <u>graduated sanctions</u> approach within the local juvenile justice system. Most appropriate for projects run through local units of government. Report the number of units within the local juvenile justice system that are implementing, or in the process of implementing, <u>graduated sanctions</u> programs (“in the process” includes things like training staff on <u>graduated sanctions</u> , developing policies on the use of <u>graduated sanctions</u> , or developing sub-contracts with service providers in anticipation of program).
	3. Number and percent of programs using <u>graduated sanctions</u>	Determine coverage of graduated sanction approaches within an agency or <u>juvenile justice unit</u> . Most appropriate for grantees that run more than one program for juvenile offenders. Report the raw number of different <u>graduated sanctions</u> programs implemented. Percent is raw number divided by the total number of programs run by the grantee.
	4. Number and percent of youth served to whom <u>graduated sanctions</u> were applied	Determine coverage of graduated sanction approaches in relation to the number of youth served. Appropriate for all projects that have implemented <u>graduated sanctions</u> . Report the number of youth admitted to a program using <u>graduated sanctions</u> , divided by the total number of youth admitted into any program by the grantee.
	5. Number of <u>supervision meetings</u> per youth in <u>graduated sanctions</u> programs	Determine whether <u>graduated sanctions</u> are being used as intended with the frequent use of <u>supervision</u> meetings. This measures system accountability. Appropriate for all programs implementing <u>graduated sanctions</u> programs. Report the total number of <u>supervision</u> meetings held with youth divided by the number of youth served through <u>graduated sanctions</u> programs during the reporting period. Meetings are not limited to face-to-face contact but may include other forms of contact with youth such as telephone calls.

JABG Purpose Area	Performance Measure	Purpose
	6. Number and percent of youth who had a <u>behavioral contract</u> developed when they entered a program that was part of a <u>graduated sanctions</u> approach	Determine whether <u>graduated sanctions</u> are being used as intended with the development of <u>behavioral contract</u> at youth <u>intake</u> . This measures system accountability. Appropriate for all programs implementing <u>graduated sanctions</u> . Report raw number of youth in <u>graduated sanctions</u> programs that had a <u>behavioral contract</u> developed when they entered the program. Percentage is the raw number of youth with a contract developed at <u>intake</u> divided by the total number of youth to enter the <u>graduated sanctions</u> program.
	7. Number of <u>sanctioning options</u> available at each level (immediate, intermediate, <u>secure care</u> , and aftercare/reentry)	Determine coverage of the <u>graduated sanctions</u> approach within the local juvenile justice system. Most appropriate for projects responsible for justice <u>supervision</u> of youth (e.g., courts, probation departments, <u>detention</u> facilities). Report raw number of different <u>sanctioning options</u> by level. Different implies that the options either employ different techniques or <u>activities</u> , target different populations, or have different goals.
	8. Number and percent of staff trained on the use of <u>graduated sanctions</u>	To determine coverage of the <u>graduated sanctions</u> approach within an agency or <u>unit of local government</u> with regard to institutional investment as expressed through training provided. Appropriate for any agency or unit of government that directly serves youth and is implementing a <u>graduated sanctions</u> program. Report the raw number of staff trained during the reporting period. Percent is the raw number divided by the total number of staff who offer direct services to youth. Include both training that offers general information about the topics and practical training. Include training from any source and using any medium as long as the training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the reporting period.
	9. Number and percent of sanctions that were successfully contested	Gain insight into the appropriateness of sanctions imposed based on the assumption that overturned sanctions were inappropriate or inappropriately applied. Most appropriate for programs that are implementing <u>graduated sanctions</u> programs. Report the raw number of sanctions that were overturned. Percent is the raw number divided by the total number of sanctions applied.

JABG Purpose Area	Performance Measure	Purpose
	10. Number of hours of service received per youth	Measure the amount of service youth are getting through the <u>graduated sanctions</u> program. Appropriate for programs with implemented <u>graduated sanctions</u> programs. Report the total number of hours of service that youth in the program received divided by the number of youth in the program. Include both hours of service directly offered by the program as well as hours of service received due to program participation (e.g., hours of service received through agencies affiliated with, or that sub-contract to, the grantee).
	11. Cost savings	Determine the efficiency of the <u>graduated sanctions</u> program based on the assumption that <u>graduated sanctions</u> reduce the penetration of youth further into the justice system, and therefore, cost less per youth. Most appropriate for a <u>unit of local government</u> , justice system, or large agency implementing a <u>graduated sanctions</u> program. Report the average total cost per comparable case (e.g., similar justice history and <u>intake</u> offense) to the grantee at the start of the reporting period subtracted by the average cost per case at the end of the reporting period. If several disparate programs are included under the grant, please report the figure per program (e.g., if the grant covers services offered through a pre-trial unit and a <u>detention</u> facility, please report cost savings per program). For example, if it used to cost \$1,000 to process a case through the pre-trial unit at the start of the reporting period, but only costs \$800 dollars at the end, the cost savings would be \$200 per case.
	12. Number and percent of cases that result in <u>alternatives to detention</u>	Determine if the program is working as intended by actually reducing the number of cases that result in <u>detention</u> . Most appropriate for a court or other program in which staff have the capacity to assign youth to <u>detention</u> . Report the raw number of program youth who were assigned to an <u>alternative to detention</u> that without the program would have been assigned to <u>detention</u> . Percent is the raw number divided by the raw number plus the number of youth assigned to <u>detention</u> .
	13. Number and percent of cases that result in <u>community service</u> , <u>monetary restitution</u> , and direct service to victims	Determine whether the <u>graduated sanctions</u> program is being implemented as intended with regard to holding youth accountable using <u>restorative justice</u> approaches. Report the raw number of cases handled through the <u>graduated sanctions</u> program that resulted in one of the listed categories. Percent would be the raw number per type divided by the number of cases handled by the grantee.

JABG Purpose Area	Performance Measure	Purpose
	14. Number and percent of sanction changes that were from a less restrictive to a more restrictive sanction	Determine if sanctions are being applied appropriately based on the understanding that a well-run system will have a balance between increasing and reducing sanctions. Report the raw number of times sanction levels were changed to become more restrictive, and Percent would be the raw number divided by the total number of sanction-level changes during the reporting period.
	15. Time in hours from <u>infraction</u> to sanction	Determine if the program is becoming more efficient. It is based on the idea that <u>graduated sanctions</u> must be applied swiftly. Appropriate for any program implementing a <u>graduated sanctions</u> program. Applies to youths' <u>infractions</u> while in the <u>graduated sanctions</u> program funded with JABG funds. Report the cumulative number of hours from <u>infractions</u> by youth according to their <u>behavioral contracts</u> to the <u>infraction</u> being addressed with a sanction divided by the number of <u>infractions</u> . If there are <u>infractions</u> that have not resulted in sanctions, count the number of hours from the <u>infraction</u> until the end of the youth's participation in the program.
	16. Number and percent of youth who were monitored according to the terms in their <u>behavioral contract</u>	Determine if the program is becoming more accountable as shown by staff upholding their part of the <u>behavioral contract</u> (i.e., not acting capriciously). Appropriate for any program implementing a graduated sanction program. Report the raw number of youth for whom program staff followed the guidelines of that youth's <u>behavioral contract</u> (e.g., made contact as required, responded to <u>infractions</u> as described in the contract, etc.). Percent is the raw number divided by the total number of youth in the program.
	17. Number and percent of successful program completions	Determine if youth are acting more accountably as indicated by their fulfillment of their program requirements. Report the raw number of youth to complete the program successfully. Percent would be the raw number divided by the total number of youth served.
	18. Number of non-compliant events (e.g., missing appointments) and percent of all events that were non-compliant	Determine if youth are acting more accountably as indicated by their fulfillment of their program requirements. Report the raw number of times youth did not do things they specifically had agreed to do in their <u>behavioral contracts</u> (or did things they agreed not to do). Percent would be the raw number divided by the total number of things the youth were expected to do (or not to do). For example, if a youth was to attend school every day, each day missed would be a non-compliant event. Percent would be the number of school days missed divided by the total number of days school was in session during the reporting period.

JABG Purpose Area	Performance Measure	Purpose
2. Building, expanding, renovating, or operating temporary or permanent juvenile correction, <u>detention</u> , or community corrections facilities.	1. Number and percent of new <u>secure detention</u> beds	Determine the increase in <u>secure detention</u> capacity. Most appropriate for facilities that house juvenile offenders (e.g., <u>detention</u> centers, secure treatment facilities, etc.) that used the funds to build, expand, or renovate. Report the raw number of new secure residential beds or slots created. Percent is the raw number divided by the total number of secure residential beds or slots prior to the addition.
	2. Number and percent of new non-secure corrections beds	Determine the increase in non-secure <u>detention</u> capacity. Most appropriate for facilities that house juvenile offenders (e.g., residential treatment facilities, etc.) that used the funds to build, expand, or renovate. Report the raw number of new non-secure residential slots created. Percent is the raw number divided by the total number of non-secure residential slots prior to the addition.
	3. Number and percent of square feet of improved space	Determine the scope of physical plan improvements relative to the size of the facility. Most appropriate for facilities that used funds to expand or renovate. Report the raw number of square feet created by the expansion or renovation. Percent is the raw number divided by total square footage of the facility. For programs housed in their own buildings this would be the square footage of the facility; for programs that share a building, this would be the total square footage that the program had prior to the improvement. Please include interior and exterior space (e.g., playgrounds, picnic areas, seating areas, walkways).
	4. Number of square feet of operational client space	Determine the scope of physical plant improvements on space used by clients (rather than administration). Most appropriate for facilities that used the funds to build, expand, or renovate client space. Report the raw number of square feet of space that clients have access to (e.g., examination rooms, hallways, dining rooms, counseling rooms, waiting rooms) affected by the building, expansion, or renovations. Percent would be the raw number divided by the total number of square feet of operational client space.
	5. Number and percent of new client service slots (non-residential)	Determine change in program capacity. Most appropriate for non-residential facilities that serve juvenile offenders (e.g., day reporting centers, out-patient treatment facilities, etc.) that used the funds to build, expand, or renovate. Report the raw number of new service slots created (i.e., the number of additional clients the program can serve at any one time). Percent is the raw number divided by the total number of clients the program could serve prior to the expansion.

JABG Purpose Area	Performance Measure	Purpose
	6. Number and percent of staff salaries paid	Gain insight into the operational costs covered. Most appropriate for programs that are paying operating costs, specifically staff salaries. Report the number of staff positions paid. If full positions are not covered, report the number of full-time equivalents (FTE) paid for. To calculate FTE, divide the number of staff hours paid using JABG funds by 2000. Percent is the number of staff positions or FTE divided by the total number of program staff positions or FTE.
	7. Amount spent on program supplies and percent of total supply budget	Gain insight into the operational costs covered. Most appropriate for programs that are paying operating costs, specifically buying tangible program supplies (e.g., office supplies, outreach materials, or other materials needed to operate the program). Report the dollar amount spent on tangible supplies. Percent is the dollar amount above divided by the total amount spent on supplies during the reporting period.
	8. Amount spent on other operating costs and percent of total other operating costs	Gain insight into the operational costs covered. Most appropriate for programs that are paying operating costs that are not staff or tangible supplies. These would include things like utility costs or rent. Report the dollar amount spent on other operating costs. Percent is the dollar amount above divided by the total amount spent on other operating costs during the reporting period.
	9. Amount and percent of staff time spent on <u>security</u> per week	Determine if project activities are improving staffing. Most appropriate for programs in operation, not programs that are still under construction. Report the raw number of hours per week that client staff (i.e., staff that work directly with clients) spend on <u>security</u> (e.g., searching clients, making sure the facility is secure). Percent is the raw number divided by the total number of hours per week that those staff work.
	10. Amount and percent of staff time spent on <u>behavioral management</u>	Determine if project activities are improving staffing. Most appropriate for programs in operation, not programs that are still under construction. Report the raw number of hours per week that client staff (i.e., staff that work directly with clients) spend on <u>behavioral management</u> . Percent is the raw number divided by the total number of hours per week that those staff work.

JABG Purpose Area	Performance Measure	Purpose
	11. Amount and percent of staff time spent on individual counseling	Determine if project activities are improving staffing. Most appropriate for programs in operation, not programs that are still under construction. Report the raw number of hours per week that client staff (i.e., staff that work directly with clients) spend counseling clients (e.g., clinical counseling sessions, one-on-one time conducting assessments, talking with clients about their progress). Percent is the raw number divided by the total number of hours per week that those staff work.
	12. Number of square feet per youth	Determine if overcrowding is an issue. Most appropriate for projects that built, expanded, or renovated their physical plant. Report the number of square feet of operational client space divided by the number of clients in the affected facility.
	13. Percent of capacity	Determine if overcrowding is an issue. Most appropriate for projects that built, expanded, or renovated their physical plant. Report the average number of youth served during the reporting period divided by the licensed facility capacity of the affected facility. If the licensed capacity changed during the reporting period, count the average number of clients served from the point that the capacity increased until the end of the reporting period divided by the capacity at the end of the period.
	14. Number and percent of youth fulfilling their court-determined length of stay	Determine if project activities are improving staff ability to control client length of stay. Most appropriate for programs in operation, not programs that are still under construction. Report the raw number of youth that left the facility at the end of their legally, or court-mandated, period. Include clients who left the facility based on new or emerging service needs, violations of program rules, or changes in their court dispositions. Exclude clients who were transferred from the facility or within the facility based on space considerations (e.g., to make room for other clients or to reduce crowding). Percent is the raw number divided by the total number of youth to leave the facility during the reporting period.

JABG Purpose Area	Performance Measure	Purpose
	15. Number and percent of days operated at full capacity	Determine if the program has the resources to operate at full capacity. Most appropriate for programs paying for operating costs. Report the raw number of days the facility was able to serve the maximum number of youth, employed the required number of staff, and operated for the full number of hours per day. Days in which the facility operated under full capacity based on external issues (e.g., severe weather closures, there were not enough juveniles in the system) should be counted as being able to operate at full capacity. Percent is the raw number divided by the number of days the facility was expected to operate. For 24 hours a day facilities, that would be the total number of days in the reporting period, or since the facility opening (which ever was later). For facilities that operate on selected days (e.g., weekdays), the divisor would be the number of days that the facility was scheduled to be open.
	16. Percent of space that is used as intended	Measure system accountability based on operating as intended. Most appropriate for programs that built, expanded, or renovated their physical plant. Report the raw number of square feet of facility space that is being used for its originally intended purpose. For example, dining halls are used for eating not housing youth, storage closets are used for supplies not administrative offices, and program offices are staffed and open. Percent is the raw number divided by the total number of square feet of the facility.
	17. Number of safety violations	Determine if the facility is safer. Appropriate for any program. Report the total number of safety violations documented. Include violations reported by outside inspectors, youth, families, visitors, or facility staff. Include both physical plant and personal safety violations.
	18. Number of <u>disciplinary actions</u> against youth	Determine if the facility is safer. Related to appropriate management of youth behavior. Appropriate for any operational program. Report the total number of <u>disciplinary actions</u> against youth (e.g., reductions in privileges, warnings, or citations).
	19. Number of <u>disciplinary actions</u> against staff	Determine if the facility is safer. Related to appropriate management of staff behavior. Appropriate for any operational program. Report the total number of <u>disciplinary actions</u> against staff (e.g., suspensions, warning or citations, negative events entered into staff employment records, dismissal for cause).

JABG Purpose Area	Performance Measure	Purpose
	20. Number of physical injuries to youth	Determine if the facility is safer. Appropriate for any operational program. Report the total number of physical injuries to youth from any cause.
	21. Number of physical injuries to staff	Determine if the facility is safer. Appropriate for any operational program. Report the total number of physical injuries to staff from any cause.
	22. Number and percent of youth held in <u>secure detention</u>	Measure use of <u>secure detention</u> . Appropriate for any operational program. Report the raw number of youth held in <u>secure detention</u> for any period of time. If a facility cannot hold youth in <u>secure detention</u> themselves, but refer youth to secure facilities, include those referrals in this count. Percent is the raw number divided by the total number of youth served during the reporting period.
	23. Number of hours youth were held in <u>secure detention</u>	Measure use of <u>secure detention</u> . Appropriate for any operational program. Report the raw number of hours youth were held in <u>secure detention</u> . If a facility cannot hold youth in <u>secure detention</u> themselves, but refer youth to secure facilities, include the number of hours of <u>secure detention</u> to result from those referrals in this count.
	24. Number and percent of youth placed elsewhere because of lack of space	Determine if the facility is meeting community need. Appropriate for any program. Report the raw number of youth that would normally be assigned to the facility but could not be because there was no open slot. Percent is the raw number divided by the combination of the total number of youth served by the facility during the reporting period and the raw number.

JABG Purpose Area	Performance Measure	Purpose
3. Hiring juvenile court judges, probation officers, and court appointed defenders and <u>special advocates</u> , and funding <u>pretrial services</u> (including mental health screening and assessment) for juvenile offenders, to promote the effective and expeditious administration of the juvenile justice system.	1. Amount of funds spent on <u>pretrial services</u>	Determine the distribution of the money. Appropriate for any project paying for <u>pretrial services</u> . Report the raw dollar amount of JABG funds spent on <u>pretrial services</u> .
	2. Number and percent of each of the following types of staff hired: judges, <u>probation officers</u> , defenders, <u>special advocates</u> , <u>pretrial service staff</u>	Determine the distribution of the money. Appropriate for projects that hire staff. Report the raw number of staff hired by staff type. Percent is the raw number (by staff type) divided by the total number of staff (by type).
	3. Number of cases per staff member	Measure of infrastructure. Appropriate for programs that serve youth. Report the number of cases open at any point during the reporting period divided by the number of client staff (i.e., staff that work directly with clients).
	4. Number and percent of vacant positions for each of the following staff types: judges, <u>probation officers</u> , defenders, <u>special advocates</u> , <u>pretrial service staff</u>	Determine program operational capacity. Appropriate for programs with the type of staff listed. Report the raw number of vacant positions. Percent is the raw number divided by the total number of positions (open and filed).
	5. Number of different <u>pretrial service</u> types	Determine program scope. Appropriate for programs that offer <u>pretrial services</u> . Report the raw number of types of <u>pretrial services</u> offered. Include both service types directly delivered by the program as well as service types that youth have access to through the program. Different programs would be those, for example, that offer different services, serve different populations, have different procedures or criteria for inclusion or operation, or are run by different people/agencies/organizations.
	6. Number of <u>pretrial service</u> slots	Determine program scope. Appropriate for programs that offer <u>pretrial services</u> . Report the raw number of different <u>pretrial services</u> slots that the program has at any one time. Include both services directly delivered by the program as well as services that youth have access to through the program. For example, if a program can assess 5 youth at one time and offers a drug education course for 10 youth per session, the number of slots would be 15.

JABG Purpose Area	Performance Measure	Purpose
	7. Number of hours of training about <u>pretrial services</u> offered to staff	Measure of infrastructure. Appropriate for programs whose staff deliver <u>pretrial services</u> . Report the raw number of hours of training offered about <u>pretrial services</u> . Include in-house and external training and any training medium (classes, observations, on-line, etc.) as long as it can be verified that staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if the training did not conclude before the end of the period.
	8. Number and percent of staff trained in <u>pretrial services</u> (including <u>screening</u>)	Measure of infrastructure. Appropriate for programs whose staff deliver <u>pretrial services</u> . Report the raw number of staff to receive some training about <u>pretrial services</u> . Include in-house and external training and any training medium (e.g., classes, observations, on-line, etc.) as long as training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the period. Percent is the raw number divided by the total number of pretrial staff.
	9. Number of youth to receive <u>pretrial services</u>	Measure of program implementation and coverage. Most appropriate for local government departments or agencies, including court or prosecution units through which pretrial youth are processed. Report the raw number of youth to receive at least one pretrial service. Percent is the raw number divided by the total number of youth seen that meet the criteria for <u>pretrial services</u> .
	10. Number of <u>pretrial services</u> received per youth	Measure of program implementation and coverage. Appropriate for any program offering <u>pretrial services</u> or serving pretrial youth. Report the number of <u>pretrial services</u> (e.g., individual services, not service types) divided by the number of youth served.
	11. Number of hours per week and percent of staff time spent directly serving clients	Measure of program implementation. Appropriate for programs with any of the following types of staff: judges, <u>probation officers</u> , defenders, <u>special advocates</u> , <u>pretrial service</u> staff. Report the average number of hours, by staff type, that staff spent in contact with youth (in person, by telephone, by e-mail, etc.) Percent is the average number of hours per week divided by the total number of hours those staff work per week. For example, if staff A spends 15 hours per week and staff B spends 35 hours per week, the average number of hours is 25 hours per week. If they each work 40 hours per week, the percent is 63.

JABG Purpose Area	Performance Measure	Purpose
	12. Number and percent of youth <u>screened</u>	Measure of program implementation. Appropriate for programs that deliver services to youth or refer youth to services. Report the raw number of youth to receive a complete <u>screening</u> . Percent is the raw number divided by the total number of youth in the program.
	13. Number and percent of youth <u>assessed</u>	Measure of program implementation. Appropriate for programs that deliver services to youth or refer youth to services. Report the raw number of youth to receive a complete <u>assessment</u> . Percent is the raw number divided by the total number of youth in the program.
	14. Average time in hours from first contact to <u>screening</u>	Measure of program efficiency. Appropriate for programs that conduct youth <u>screening</u> or refer youth to <u>screening</u> . Report the raw number of hours from determination that a youth needs a <u>screening</u> to the <u>screening</u> being completed. The determination can be based on a rule (e.g., all youth brought to the <u>intake</u> center must be <u>screened</u>) or a judgment (e.g., case managers evaluate which youth receive <u>screening</u> based on their clinical judgment).
	15. Average time in hours from <u>screening</u> to <u>assessment</u>	Measure of program efficiency. Appropriate for programs that conduct youth <u>assessments</u> or refer youth for <u>assessments</u> . Report the average number of hours from determination that a youth needs an <u>assessment</u> to the <u>assessment</u> being completed. The determination can be based on a rule (e.g., all youth referred to the program must be <u>assessed</u>) or a judgment (e.g., case managers evaluate whether a past <u>assessment</u> is valid or a new <u>assessment</u> must be conducted).
	16. Number and percent of youth to receive <u>mental health services</u>	Measure of program scope. Appropriate for programs that offer <u>pretrial services</u> . Report the raw number of youth to receive a mental health service. Do not include mental health <u>assessments</u> . Do include clinical services that the client receives based on their participation in the program whether those services are delivered directly through the program or through a third-party provider.
	17. Average time in days from case assignment to first meeting between staff member and youth or family	Measure of program efficiency. Appropriate for programs that provide direct client services. Report the average number of calendar days from a case being assigned to the program and the first meeting between program staff and the youth and/or the youth's family.

JABG Purpose Area	Performance Measure	Purpose
	18. Number and percent of complete case files	Measure of infrastructure. Appropriate for programs that track clients or client information such as treatment providers, probation departments, or court units. Report the raw number of case files that have all of the required information. If there are no formal requirements, determine a minimum criteria for a complete file and use that as the requirement. Time dependent requirements are fine. For example, youth that have been in the program for 1 week must have a <u>screening</u> and <u>assessment</u> , while youth who have been in the program for 6 months should have a <u>screening</u> , <u>assessment</u> , at least one urinalysis, and six sets of case manager meeting notes. Percent is the raw number divided by the number of open cases.
	19. Average time in days from referral to <u>pretrial services</u> to completion of pretrial processing	Measure of program efficiency. Appropriate for programs that provide <u>pretrial services</u> . Report the average number of calendar days from a case being officially referred to <u>pretrial services</u> to the case being closed by the pretrial program. Referral can be an automatic event, such as the end of one phase triggering the start of the pretrial phase or a referral by staff based on judgment.
	20. Number and percent of pretrial appointments missed by youth or families	Measure of youth accountability. Appropriate for programs providing or overseeing <u>pretrial services</u> . Report the raw number of pretrial appointments (e.g., <u>assessments</u> , case management meetings, court appearances, appointments for services arranged through the pretrial program) that have been missed by youth, or the youth's family, assigned to the pretrial program. Include face-to-face and other meetings or appointments. Percent is the raw number divided by the total number of appointments scheduled.
	21. Number and percent of youth to go through the system as intended (no service gaps, in the intended order, etc.)	Measure of system operations and accountability. Appropriate for operational pretrial programs. Report the raw number of youth whose progress through the program matched the intended client flow developed for the program. For example, this includes having events occur in the anticipated order (<u>screening</u> before <u>assessment</u> , before service referral), events occurring according to schedule (e.g., <u>screenings</u> occurring within 24 hours of program <u>intake</u>). Percent is the raw number divided by the total number of clients in the program.

JABG Purpose Area	Performance Measure	Purpose
4. Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and case backlog reduced.	1. Number and percent of new prosecutors hired	Measure of infrastructure change. Most appropriate for programs that hired prosecutors. Report raw number of prosecutors hired during the reporting period. If full positions are not covered, report the number of full-time equivalents (FTE) paid for. To calculate FTE, divide the number of staff hours paid using JABG funds by 2000. Percent is the number of prosecutors hired or FTE covered divided by the total number of program prosecutors or prosecutor FTE.
	2. Number and percent of vacant prosecutor positions	Measure of program capacity. Appropriate for programs that staff prosecutors. Report the raw number of vacant prosecutor positions. Percent is the raw number divided by the total number of prosecutors' positions (open and filed).
	3. Number of cases involving <u>violent offenders</u> per prosecutor.	Measure of infrastructure. Appropriate for programs that staff prosecutors and handle <u>violent offenders</u> . Report the total number of cases involving <u>violent offenders</u> divided by the number of prosecutors that handled cases of violent offenders.
	4. Number and percent of <u>specialized prosecutors</u>	Measure of system accountability based on the idea that prosecutor specialization can speed case flow. Appropriate for larger prosecutors' offices or offices with prosecutor specialization. Report the raw number of prosecutors that handle specific types of cases or specialize in specific types of clients or crimes. Percent is the raw number divided by the total number of prosecutors in the target office, unit, or program.
	5. Length of employment in months per prosecutor	Measure of program continuity based on the idea that staff consistency affects program quality. Appropriate for programs that staff prosecutors. Report the cumulative number of months of employment for the prosecutors in the target office, unit, or program divided by the number of prosecutors. If the program does not specifically employ prosecutors, but has them assigned to them, report the average number of months that the same prosecutors have been assigned to the program. Report actual months of employment, not solely number of months during the reporting period.
	6. Number and percent of court units restructured	Measure of system accountability based on the idea that offices or departments may need to be restructured in order to best serve clients. Appropriate for courts. Report the raw number of court units that have been or are in the process of being restructured. This includes things like changing staffing structures, client flow, work processes, <u>assessment</u> information accessed, and relevant policies. Percent is the raw number divided by the total number of court units.

JABG Purpose Area	Performance Measure	Purpose
	7. Number of staff per manager	Measure of infrastructure based on the idea that managers need a certain number of staff to work efficiently. Appropriate for programs that staff prosecutors. Report the number of prosecutors divided by the number of managers.
	8. Average number of days from <u>arrest</u> to first court date	Measure of system efficiency. Relates to the goal of a speedy trial. Appropriate for programs that have some control over when court dates are set. Report the number of calendar days from <u>arrest</u> to first court appearance for the <u>arresting</u> crime.
	9. Number of days from <u>arrest</u> to <u>case disposition</u>	Measure of system efficiency. Relates to the goal of due process. Appropriate for programs that have some control over how quickly cases are disposed of. Includes the base of dispositions (i.e., trials and plea bargaining or diversion agreements). Report the number of calendar days from <u>arrest</u> to when the relevant case is closed by the court unit slot (e.g., the youth is adjudicated, found not guilty, or assigned to a diversion program).
	10. Number and percent of days per youth spent in <u>detention</u> between <u>arrest</u> and <u>case disposition</u>	Measure of system efficiency. Relates to the goal of reducing youth confinement. Appropriate for programs that have some control over whether youth are held in custody. Report the cumulative number of days youth spent in <u>detention</u> between <u>arrest</u> and <u>case disposition</u> . Percent is cumulative number divided by the total number or days between <u>arrest</u> and <u>case disposition</u> (for all youth).

JABG Purpose Area	Performance Measure	Purpose
5. Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders.	1. Amount of funds allocated to programs that help prosecutors address cases involving drugs, gangs, or youth violence	Measure of infrastructure based on the idea that programs need sufficient funding to operate. Appropriate for programs that have staff prosecutors. Report the dollar amount allocated for programs that support prosecutors that deal with drug, gang, or violence cases involving juvenile offenders. Include money spent on things like relevant training, program curricula or literature, evaluation support, and support staff or consultants.
	2. Amount of funds spent on equipment for prosecution of cases involving drugs, gangs, or youth violence	Measure of infrastructure based on the idea that programs need sufficient equipment to operate well. Appropriate for prosecution programs that handle drug, gang, and violence cases involving juvenile offenders. Report the dollar amount allocated for equipment to support prosecutors that deal with drug, gang, or violence cases involving juvenile offenders. Equipment may include things like electronic monitors and drug testing kits.
	3. Number and percent of prosecutors trained in topics related to drugs, gangs, or youth violence	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for programs that have staff prosecutors. Report the raw number of prosecutors to receive some training in the relevant topics. Include in-house and external training and any training medium (e.g., classes, observations, on-line, etc) as long as training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the period. Percent is the raw number divided by the total number of prosecutors that come in contact with drug, gang, and violence cases involving juvenile offenders.
	4. Number of hours of training offered to prosecutors on topics related to drugs, gangs, or youth violence	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for programs that have staff prosecutors. Report the raw number of hours of training offered in the relevant topics. Include in-house and external training and any training medium (e.g., classes, observations, on-line, etc.) as long as it can be verified that prosecutors were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if the training did not conclude before the end of the period.

JABG Purpose Area	Performance Measure	Purpose
	5. Number of hours of <u>mentoring</u> that new prosecutors receive in their first 6 months	Measure of infrastructure based on the idea that staff that are supported are more effective. Appropriate for programs that staff prosecutors. Report the cumulative number of hours of <u>mentoring</u> that new prosecutors received divided by the number of new prosecutors. Include prosecutors that have transferred to new units or positions or who have been assigned new duties as well as new hires.
	6. Number and percent of prosecutors that handle cases involving juvenile offenders exclusively	Measure of system effectiveness based on the idea that specialization can lead to more effective staff. Appropriate for programs staffing prosecutors that can potentially handle adult or juvenile cases (this will probably be at the county or jurisdictional level rather than the court unit level). Report the raw number of prosecutors in the program that prosecute only cases involving juvenile offenders or cases handled through the juvenile court. Percent is the raw number divided by the total number of prosecutors.
	7. Number and percent of cases disposed involving drugs, gangs, or youth violence	Measure of program efficiency. Appropriate for programs that prosecute drug, gang, or violence cases involving juvenile offenders. Report the total number of relevant cases disposed of (i.e., closed). Percent is the raw number divided by the total number of relevant cases open during any part of the reporting period.
	8. Number and percent of <u>violent offenders</u> cases prosecuted on a “fast track”	Measure of program efficiency. Appropriate for programs that prosecute drug, gang, or violence cases involving juvenile offenders. Report the total number of relevant cases handled according to the rules of “fast track” prosecution. Percent is the raw number divided by the total number of cases involving violent juvenile offenders open during any part of the reporting period.
	9. Number of options available for handling cases involving drugs, gangs, or youth violence	Measure of program accountability based on the idea that it is important to be able to individualize case outcomes. Appropriate for programs through which cases involving drugs, gangs, or youth violence are processed. Include options for case handling (e.g., <u>fast track prosecution</u> or diversion) as well as <u>case dispositions</u> (e.g., participation in <u>restorative justice programs</u> , <u>detention</u> , probation). Report the raw number of different options available at any point in the prosecution process.

JABG Purpose Area	Performance Measure	Purpose
	10. Time in hours spent per month by prosecution staff coordinating between other court units	Measure of system accountability based on the idea that system collaboration results in better service. Appropriate for programs that involve, or operate with, more than one court unit. Report the total number of hours per month for all prosecution staff spent coordinating between or collaborating with staff of other court units. This might include joint meetings, sharing reports or data, discussing methods for handling cases, and coordinating staff schedules across units for shared staff.
	11. Number and percent of cases involving drugs, gangs, or youth violence to be prosecuted through a <u>community prosecution</u> program	Measure of system accountability based on the idea that bringing the community into the prosecution process makes systems more accountable to the communities in which they operate. Appropriate for programs that prosecute drug, gang, or violence cases involving juvenile offenders. Report the raw number of cases handled using <u>community prosecution</u> principles. Percent is the raw number divided by the total number of drug, gang, or violence cases involving juvenile offenders prosecuted by the grantee.
	12. Average time in days from a case being assigned to the prosecution unit to disposition for cases involving drugs, gangs, or youth violence	Measure of program efficiency. Appropriate for programs that prosecute drug, gang, or violence cases involving juvenile offenders. Report the average number of calendar days from a case assigned to the prosecution unit until it is closed by the prosecution unit.
	13. Ratio of senior staff to junior staff	Measure of infrastructure, based on the idea that there needs to a balance between senior and junior staff for an office to work efficiently. Appropriate for programs that staff prosecutors. Report the number of senior staff divided by the number of junior staff.
	14. Hours and percent of prosecutor hours per month spent on cases involving <u>first-time offenders</u>	Measure of system operation. Helps determine where resources are being expended. Appropriate for programs that prosecute both <u>first-time</u> and repeat juvenile offenders. Report the average number of hours per month per prosecutor spent working cases involving <u>first-time offenders</u> . Divide the average above by the average number of working hours per month for those same prosecutors. For both calculations, include all prosecutors in the program or grantee, not just those handling <u>first-time offenders</u> .

JABG Purpose Area	Performance Measure	Purpose
6. Establishing and maintaining training programs for law enforcement and other <u>court personnel</u> with respect to preventing and controlling juvenile crime.	1. Number and percent of law enforcement staff trained in preventing or controlling juvenile crime	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for programs providing or facilitating training for law enforcement staff or programs, such as police departments, utilizing law enforcement staff. Report the raw number of law enforcement staff to receive any formal training about preventing or controlling crime during the reporting period (include both training that offers general information about the topics and practical training). Include training from any source and using any medium as long as the training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the reporting period. Percent is the raw number divided by the total number of law enforcement personnel in the pool from which those trained were selected. For example, if 10 law enforcement staff from a police department were trained, the total pool would be the law enforcement staff from the entire department.
	2. Number and percent of <u>court personnel</u> trained in preventing or controlling juvenile crime	Measure of infrastructure. Appropriate for programs providing or facilitating training for <u>court personnel</u> or programs, such as court, that utilize <u>court personnel</u> . Report the raw number of <u>court personnel</u> to receive any formal training about preventing or controlling crime during the reporting period (include both training that offers general information about the topics and practical training). Include training from any source and using any medium as long as the training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the reporting period. Percent is the raw number divided by the total number of <u>court personnel</u> in the pool from which those trained were selected. For example, if 10 <u>law clerks</u> from the district court were trained, the total pool would be the total personnel serving the district court.

JABG Purpose Area	Performance Measure	Purpose
	3. Number of hours of training offered to law enforcement staff	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for programs providing or facilitating training for law enforcement staff or programs, such as police departments, utilizing law enforcement staff. Report the raw number of hours of training offered to staff during the reporting period. Include in-house and external training and any training medium as long as it can be verified that the target staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties.) Include training that started during the reporting period even if it did not conclude before the end of the reporting period.
	4. Number of hours of training offered to <u>court personnel</u>	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for programs providing or facilitating training for <u>court personnel</u> or programs, such as courts, that use <u>court personnel</u> . Report the raw number of hours of training offered to staff during the reporting period. Include in-house and external training and any training medium as long as it can be verified that the target staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if it did not conclude before the end of the reporting period.
	5. Number and percent of staff to rate the training received as helpful	Measure of program quality. Appropriate for programs offering training, whether directly or indirectly. Report the raw number of staff to rate the training as helpful. Programs will most likely need to use training evaluation forms. Programs do not need to report the specific rating level, just counts of people that found it at least minimally helpful. Percentage is the raw number divided by the total number of training attendees.

JABG Purpose Area	Performance Measure	Purpose
	6. Number and percent of staff trained who take additional courses on prevention and control of juvenile crime	Measure of staff involvement and interest in the topic. This is a proxy for training quality based on the idea that if a training was helpful, staff may elect to take additional training on the topic. Appropriate for programs, such as police departments or courts, that use such staff or personnel. Report the number of staff to take at least a second or follow-up training on prevention and control of juvenile crime. Do not include mandatory retraining or refresher courses.
	7. Number and percent of sick days taken by law enforcement staff or <u>court personnel</u>	Measure of staff morale based on the idea that well-trained staff are happier in their jobs and, on average, less likely to take sick days. This is a proxy measure. Appropriate for programs, such as police departments or courts that use such staff or personnel, whose staff have received at least some training in crime prevention and control. Report the cumulative number of sick days taken during the reporting period. Percent is the cumulative number divided by the total number of possible workdays during the reporting period.
	8. Number and percent of days law enforcement staff or <u>court personnel</u> are late to work	Measure of staff morale based on the idea that well-trained staff are happier in their jobs and, on average, more likely to arrive for work on time. This is a proxy measure. Appropriate for programs, such as police departments or courts, whose staff have received at least some training in crime prevention and control. Report the cumulative number of late arrivals during the reporting period. Percent is the cumulative number divided by the total number of possible workdays during the reporting period.
	9. Number and percent of law enforcement staff or <u>court personnel</u> rated as improved by supervisors	Measure of training benefit based on the idea that properly trained staff will perform better in their jobs. Appropriate for programs, such as police departments or courts, whose staff have received at least some training in crime prevention and control. Report the raw number of law enforcement staff or <u>court personnel</u> to receive either the highest possible rating or an improved rating on the staff evaluations with regard to their general performance. If the evaluation has a place to rate knowledge or implementation of new concepts covered in the trainings, that category should be used in place of a general performance category. Percent is the raw number divided by the total number of such staff evaluated during the reporting period.

JABG Purpose Area	Performance Measure	Purpose
	10. Number and percentage of law enforcement staff or <u>court personnel</u> to leave the office/unit	Measure of staff satisfaction based on the idea that staff training can positively impact staff turnover. This is a proxy measure. Appropriate for programs, such as police departments or courts, whose staff have received at least some training in crime prevention and control. Report the raw number of staff to leave the program during the reporting period. Do not include staff that were promoted out of the program. Percent is the raw number divided by the staff positions in the staff pool. For example, if 10 <u>law clerks</u> from the district court were trained, the total pool would be the total personnel serving the district court.
	11. Number of staff/youth conflicts	Measure of program operations. Based on the idea that staff training can improve operation and reduce conflict. Appropriate for programs, such as police departments or courts, whose staff have received at least some training in crime prevention and control. Report the raw number of conflicts between staff and youth recorded within the program. For example, this may include conflicts that result in youth punishment or revocations or staff reprimands or demerits.
	12. Number of staff reprimands	Measure of program operations. Based on the idea that well-trained staff will receive fewer reprimands. Appropriate for programs, such as police departments or courts, whose staff or personnel have received at least some training in crime prevention and control. Report the number of reprimands recorded during the reporting period. Reprimands include things like notes in staff files, meetings with supervisors to discuss problematic behaviors, and changes in duties based on problematic performance.
	13. Number of complaints about staff filed by youth	Measure of program operations. Based on the idea that well-trained staff will receive fewer complaints. Appropriate for programs such as police departments or courts, whose staff or personnel have received at least some training in crime prevention and control. Report the number of complaints recorded during the reporting period. Include only formal complaints filed or for which the filing process was started.
	14. Number and percentage of policies based on a <u>public health approach</u> to crime control and prevention	Measure of program quality based on the idea that current research shows the value of <u>public health approaches</u> to crime control and prevention. Appropriate for any grantee under this purpose area. Report the number of policies, rules, or regulations that incorporate public health ideals and approaches. Percent is the number of policies, rules or regulations filed during the reporting period.

JABG Purpose Area	Performance Measure	Purpose
7. Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders.	1. Number and percentage of staff trained on <u>gun court</u> procedures	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for any grantee working with or administering a <u>gun court</u> . Report the raw number of staff to receive formal training on <u>gun court</u> related topics. Percent is the raw number divided by the total number of staff in the pool from which those trained were selected. For example, if 10 staff from a probation department were trained, the total pool would be the staff from the entire probation department.
	2. Number of hours of training on <u>gun court</u> procedures offered	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for any grantee working with or administering a <u>gun court</u> . Report the raw number of hours of training offered to staff during the reporting period. Include in-house and external training and any training medium as long as it can be verified that the target staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if it did not conclude before the end of the reporting period.
	3. Number and percentage of <u>arrests</u> for <u>gun offenses</u> in which a juvenile offender is <u>assessed</u> for participation in the <u>gun court</u>	Measure of program operation level. Appropriate for any <u>gun court</u> program, or larger jurisdiction that includes a <u>gun court</u> . Report the raw number of <u>arrests</u> for any type of gun-related offense that results in the juvenile offender being <u>assessed</u> for participation in the <u>gun court</u> . Include face-to-face <u>assessments</u> , review of records, or any other process used to determine appropriateness for <u>gun court</u> participation. The unit of measurement is the case, not the individual youth. Percent is the raw number divided by the total number of <u>arrests</u> of juveniles for gun-related offenses.
	4. Number and percent of families of youth charged with <u>gun offenses</u> who are <u>assessed</u>	Measure of program operation level. In part, based on the idea that family participation has an effect on youth outcomes. Appropriate for any <u>gun court</u> program or larger jurisdiction that includes a <u>gun court</u> . Report the raw number of families who have at least one member (other than the offender who is participating in the <u>gun court</u>) <u>assessed</u> through the <u>gun court</u> . Percent is the raw number divided by the number of youth involved in the <u>gun court</u> .

JABG Purpose Area	Performance Measure	Purpose
	5. Number of agencies involved in the <u>gun court</u>	Measure of system accountability based on the idea that specialty court success is based on providing coordinated services. Appropriate for any <u>gun court</u> program. Report the raw number of agencies or groups with which the <u>gun court</u> (or <u>gun court</u> lead agency) has a formal partnership agreement. Such agreements can take the form of a memorandum of understanding, formal procedures for referrals between the agency and the <u>gun court</u> , or any other document that outlines how the agency will work with the <u>gun court</u> .
	6. Number of <u>gun court</u> slots	Measure of program scope. Appropriate for any <u>gun court</u> program. Report the number of youth that can participate in the <u>gun court</u> simultaneously.
	7. Time in days from <u>arrest</u> to enrollment in the <u>gun court</u>	Measure of program efficiency. Appropriate for any <u>gun court</u> program. Report the raw number of calendar days from the <u>arrest</u> of a juvenile offender to his/her first participation in the <u>gun court</u> . For example, this might be the youth/family signing a consent to participate, engaging in a <u>gun court assessment</u> , or a meeting between the family and the <u>gun court</u> staff to explain the requirements of the <u>gun court</u> .
	8. Number of treatment (clinical) slots available to the <u>gun court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>gun court</u> . Report the number of clinical treatment slots to which the <u>gun court</u> can refer youth. For example, if the court is able to refer 10 youth to residential drug treatment, 15 youth to outpatient <u>mental health services</u> , and 30 youth for physical examinations at any one time, the program would report having 55 slots.
	9. Number of types of treatment (clinical) offered through the <u>gun court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>gun court</u> . Report the number of different types of clinical treatment to which the <u>gun court</u> can refer youth. Include treatment types for which there is an agreement or history of referral, not treatment types that the court can refer to if a need arises. Clinical treatment includes services provided by a licensed professional such as a medical doctor, psychologist, licensed social worker, certified family counselor, or certified addictions specialist.

JABG Purpose Area	Performance Measure	Purpose
	10. Number of service (non-clinical) slots available to the <u>gun court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>gun court</u> . Report the number of non-clinical service slots to which the <u>gun court</u> can refer youth. For example, if the court is able to refer 10 youth to life skills training, 15 youth to vocational training, and 30 youth for GED classes, the program would report having 55 slots.
	11. Number of types of service offered through the <u>gun court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>gun court</u> . Report the number of different types of non-clinical services to which the <u>gun court</u> can refer youth. Include service types for which there is an agreement or history of referral, not service types that the court can refer to if a need arises. For example, services may include transportation, food vouchers, housing assistance, help getting back into school.
	12. Number and percentage of eligible youth to enter the <u>gun court</u>	Measure of system accountability based on the idea that the system has a responsibility to serve as many eligible youth as possible. Appropriate for any <u>gun court</u> or larger jurisdiction that includes a <u>gun court</u> . Report the raw number of juveniles who actually become enrolled in the <u>gun court</u> . Enrollment may include things like signing a participation agreement, assignment of a <u>gun court</u> case specialist, or appearing before a <u>gun court</u> judge. Percent is the raw number divided by the number of juveniles who meet minimal <u>gun court</u> eligibility. For example, if eligibility is based on the commission of a certain group of crimes and 100 youth commit at least one of those crimes, and the <u>gun court</u> enrolls 30 people, the percent would be 30.
	13. Number of judicial contacts per youth per month	Measure of system accountability based on the idea that specialty courts require strict monitoring of their participants. Appropriate for any <u>gun court</u> . Report the average number of judicial contacts with <u>gun court</u> participants per month. Specifically, take the number of judicial contacts with <u>gun court</u> youth in a 1-month period. Divide that number by the number of youth enrolled during any part of that month.

JABG Purpose Area	Performance Measure	Purpose
	14. Number of hours of treatment received per youth participating in the <u>gun court</u>	Measure of system accountability based on the idea that specialty courts result in higher levels of treatment receipt than do traditional courts. Appropriate for any <u>gun court</u> . Report the average number of clinical treatment hours received per youth per month. Specifically, take the number of clinical treatment hours that <u>gun court</u> youth receive in a 1-month period. Divide that number by the number of youth enrolled during any part of that month in clinical treatment, which include services provided by a licensed professional such as a medical doctor, psychologist, licensed social worker, certified family counselor, or certified addictions specialist.
	15. Service intensity	Measure of system accountability based on the idea that specialty courts result in higher levels of service receipt than do traditional courts. Appropriate for any <u>gun court</u> . Report the average number of days a service was received by number of days enrolled in <u>gun court</u> across youth. For example, services may include transportation, food vouchers, housing assistance, and help getting back into school
	16. Number and percentage of families of participants to actually participate in at least one recommended service (not including court appearances)	Measure of client accountability. Appropriate for any <u>gun court</u> program. Report the raw number of families with a member enrolled in the <u>gun court</u> to participate in at least one <u>gun court</u> service or treatment. Do not include appearances by family members at court dates or family members who solely drop youth off for their <u>gun court</u> requirements. Percent is the raw number divided by the total number of families that have a member enrolled in the <u>gun court</u> .
	17. Average number of different services and treatments received by youth <u>gun court</u> participants	Measure of system accountability. Appropriate for any <u>gun court</u> . Report the average number of different types of service or clinical treatment received by <u>gun court</u> participants. For example, if a participant received outpatient mental health treatment, transportation services, and literacy counseling, that would count as three services. But, for example, if a participant received medical treatment from two different providers or on two different occasions that would count as one treatment unless the treatment was for different conditions (e.g., a broken leg and a pregnancy).

JABG Purpose Area	Performance Measure	Purpose
	18. Number of days of youth enrollment in the <u>gun court</u>	Measure of youth accountability. Appropriate for any <u>gun court</u> . Report the average number of calendar days that youth enroll in the <u>gun court</u> . Enrollment includes things like signing a participation agreement, assignment of a <u>gun court</u> case specialist, or appearing before a <u>gun court</u> judge. Include active enrollment, not days on court roles but where youth cannot be located or are otherwise non-participants (e.g., have moved out of the jurisdiction, but the paperwork to close the case has not been processed).
	19. Number and percentage of youth to successfully complete treatment/services referred to as part of the <u>gun court</u>	Measure of program quality based on the idea that well- operated <u>gun courts</u> with appropriate resources will have higher rates of treatment/service completion than would poor-quality programs. Appropriate for any <u>gun court</u> . Report the raw number of youth that successfully complete all of the treatment and service programs that they enter as part of the <u>gun court</u> . Percent is the raw number divided by the total number of youth to enter at least one service or treatment through the <u>gun court</u> .
	20. Number and percentage of youth to successfully complete their <u>gun court</u> requirements	Measure of program quality based on the idea that well-operated <u>gun courts</u> with appropriate resources will have higher rates of completion than would poor-quality programs. Appropriate for any <u>gun court</u> . Report the raw number of youth that successfully complete all of their <u>gun court</u> requirements (service, treatment, and legal). Percent is the raw number divided by the total number of youth to enroll in the <u>gun court</u> . Enrollment includes things like signing a participation agreement, assignment of a <u>gun court</u> case specialist, or appearing before a <u>gun court</u> judge.
	21. Cost savings per case	Measure of program efficiency. Appropriate for any <u>gun court</u> . Report the average cost in dollars to adjudicate a youth through the <u>gun court</u> subtracted from the average cost for adjudication of equivalent cases by the regular court.
	22. Number and percentage of court appearances missed by <u>gun court</u> participants	Measure of youth accountability. Appropriate for any <u>gun court</u> . Report the raw number of court appearances missed by <u>gun court</u> participants. Percent is the raw number divided by the total number of court appearances scheduled.
	23. Number and percentage of <u>gun court</u> participants for whom a <u>bench warrant</u> is issued	Measure of system accountability. Appropriate for any <u>gun court</u> . Report the raw number of <u>gun court</u> participants to be issued a <u>bench warrant</u> . Percent is the raw number divided by the number of <u>gun court</u> participants enrolled during any part of the reporting period.

JABG Purpose Area	Performance Measure	Purpose
8. Establishing drug courts for juvenile offenders that provide continuing judicial supervision over juvenile offenders with substance abuse problems and the integrated administration of other sanctions and services for such offenders.	1. Number and percentage of staff trained on <u>drug court</u> procedures	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for any grantee working with or administering a <u>drug court</u> . Report the raw number of staff to receive formal training on <u>drug court</u> related topics. Percent is the raw number divided by the total number of staff in the pool from which those trained were selected. For example, if 10 staff from a probation department were trained, the total pool would be the staff from the entire probation department.
	2. Number of hours of training on <u>drug court</u> procedures offered	Measure of system accountability based on the idea that properly trained staff can provide better service. Appropriate for any grantee working with or administering a <u>drug court</u> . Report the raw number of hours of training offered to staff during the reporting period. Include in-house and external training and any training medium as long as it can be verified that the target staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if it did not conclude before the end of the reporting period.
	3. Number and percentage of youth charged with <u>drug offenses</u> who are <u>assessed</u> for participation in the <u>drug court</u>	Measure of program operation level. Appropriate for any <u>drug court</u> program, or larger jurisdiction that includes a <u>drug court</u> . Report the raw number of <u>arrests</u> for any type of drug-related offense that results in the juvenile offender being <u>assessed</u> for participation in the <u>drug court</u> . Include face-to-face <u>assessments</u> , review of records, or any other process used to determine appropriateness for <u>drug court</u> participation. The unit of measurement is the case not the individual youth. Percent is the raw number divided by the total number of <u>arrests</u> of juveniles for drug-related offenses.
	4. Number and percent of families of youth charged with <u>drug offenses</u> who are <u>assessed</u> for participation in the <u>drug court</u>	Measure of program operation level. In part, based on the idea that family participation has an effect on youth outcomes. Appropriate for any <u>drug court</u> program, or larger jurisdiction that includes a <u>drug court</u> . Report the raw number of families who have at least one member (other than the offender who is participating in the <u>drug court</u>) <u>assessed</u> through the <u>drug court</u> . Percent is the raw number divided by the number of youth involved in the <u>drug court</u> .

JABG Purpose Area	Performance Measure	Purpose
	5. Number of agencies involved in the <u>drug court</u>	Measure of system accountability based on the idea that specialty court success is based on providing coordinated services. Appropriate for any <u>drug court</u> program. Report the raw number of agencies or groups with which the <u>drug court</u> (or <u>drug court</u> lead agency) has a formal partnership agreement. Such agreements can take the form of a memorandum of understanding, formal procedures for referrals between the agency and the <u>drug court</u> , or any other document that outlines how the agency will work with the <u>drug court</u> .
	6. Number of <u>drug court</u> slots	Measure of program scope. Appropriate for any <u>drug court</u> program. Report the number of youth that can participate in the <u>drug court</u> simultaneously.
	7. Time in days from <u>arrest</u> to enrollment in the <u>drug court</u>	Measure of program efficiency. Appropriate for any <u>drug court</u> program. Report the raw number of calendar days from the <u>arrest</u> of a juvenile offender to his/her first participation in the <u>drug court</u> . For example, this might be the youth/family signing a consent to participate, engaging in a <u>drug court</u> assessment, or a meeting between the family and the <u>drug court</u> staff to explain the requirements of the <u>drug court</u> .
	8. Number of clinical treatment slots available to the <u>drug court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>drug court</u> . Report the number of clinical treatment slots to which the <u>drug court</u> can refer youth. For example, if the court is able to refer 10 youth to residential drug treatment, 15 youth to outpatient <u>mental health services</u> , and 30 youth for physical examinations at any one time, the program would report having 55 slots.
	9. Number of types of treatment (clinical) offered through the <u>drug court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>drug court</u> . Report the number of different types of clinical treatment to which the <u>drug court</u> can refer youth. Include treatment types for which there is an agreement or history of referral, not treatment types that the court can refer to if a need arises. Clinical treatment includes services provided by a licensed professional such as a medical doctor, psychologist, licensed social worker, certified family counselor, or certified addictions specialist.

JABG Purpose Area	Performance Measure	Purpose
	10. Number of service (non-clinical) slots offered through the <u>drug court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>drug court</u> . Report the number of non-clinical service slots, to which the <u>drug court</u> can refer youth. For example, if the court is able to refer 10 youth to life skills training, 15 youth to vocational training, and 30 youth for GED classes, the program would report having 55 slots.
	11. Number of types of non-clinical services offered through the <u>drug court</u>	Measure of program quality based on the idea that for a specialty court to be effective, it has to have adequate ability to refer youth to needed services. Appropriate for any <u>drug court</u> . Report the number of different types of non-clinical services to which the <u>drug court</u> can refer youth. Include service types for which there is an agreement or history of referral, not service types that the court can refer to if a need arises. For example, services may include transportation, food vouchers, housing assistance, or help getting back into school.
	12. Frequency of drug testing	Measure of system accountability based on the idea that drug testing is a tool available to <u>drug courts</u> and can affect youth outcomes and system responses to youth. Report the ratio of number of drugs tests given by the number of days participating in the <u>drug court</u> . For example, if the <u>drug court</u> offered 500 tests and served 30 youth who averaged 120 days of <u>drug court</u> participation, the result would be an average of 17 tests per youth (500/30) or one test per youth every 7 days (120/17).
	13. Number and percentage of eligible youth to enter the <u>drug court</u>	Measure of system accountability based on the idea that the system has a responsibility to serve as many eligible youth as possible. Appropriate for any <u>drug court</u> or larger jurisdiction that includes a <u>drug court</u> . Report the raw number of juveniles who actually become enrolled in the <u>drug court</u> . Enrollment may include things like signing a participation agreement, assignment of a <u>drug court</u> case specialist, or appearing before a <u>drug court</u> judge. Percent is the raw number divided by the number of juveniles who meet minimal <u>drug court</u> eligibility. For example, if eligibility is based on the commission of a certain group of crimes and 100 youth commit at least one of those crimes, and the <u>drug court</u> enrolls 30 people, the percent would be 30 percent.
	14. Number of judicial contacts per youth participating in the <u>drug court</u>	Measure of system accountability based on the idea that specialty courts require strict monitoring of their participants. Appropriate for any <u>drug court</u> . Report the average number of judicial contacts with <u>drug court</u> participants per month. Specifically, take the number of judicial contacts with <u>drug court</u> youth in a 1-month period. Divide that number by the number of youth enrolled during any part of that month.

JABG Purpose Area	Performance Measure	Purpose
	15. Number of hours of treatment received per youth participating in the <u>drug court</u>	Measure of system accountability based on the idea that specialty courts result in higher levels of treatment receipt than do traditional courts. Appropriate for any <u>drug court</u> . Report the average number of clinical treatment hours received per youth per month. Specifically, take the number of clinical treatment hours that <u>drug court</u> youth receive in a 1-month period. Divide that number by the number of youth enrolled during any part of that month. Clinical treatment includes services provided by a licensed professional such as a medical doctor, psychologist, licensed social worker, certified family counselor, or certified addictions specialist.
	16. Number and percent age of youth to test positive for drug use	Measure of youth accountability. Appropriate for any <u>drug court</u> . Report the raw number of youth to receive at least one positive drug test result. Percent is the raw number divided by the total number of youth tested.
	17. Service intensity	Measure of system accountability based on the idea that specialty courts result in higher levels of service receipt than do traditional courts. Appropriate for any <u>drug court</u> . Report the average number of days a non-clinical service was received by number of days enrolled in <u>drug court</u> across youth. For example, services may include transportation, food vouchers, housing assistance, or help getting back into school
	18. Number of families of participants to actually participate in at least one recommended service (not including court appearances)	Measure of client accountability. Appropriate for any <u>drug court</u> program. Report the raw number of families with a member enrolled in the <u>drug court</u> to participate in at least one <u>drug court</u> service or treatment. Do not include appearances by family members at court dates or family members who solely drop youth off for their <u>drug court</u> requirements. Percent is the raw number divided by the total number of families that have a member enrolled in the <u>drug court</u> .
	19. Average number of different services received by youth <u>drug court</u> participants	Measure of system accountability. Appropriate for any <u>drug court</u> . Report the average number of different types of services or clinical treatment received by <u>drug court</u> participants. For example, if a participant received outpatient mental health treatment, transportation services, and literacy counseling, that would count as three services. But if, for example, a participant received medical treatment from two different providers or on two different occasions that would count as one treatment unless the treatment was for different conditions (e.g., a broken leg and a pregnancy).

JABG Purpose Area	Performance Measure	Purpose
	20. Number of days of youth participation in the <u>drug court</u>	Measure of youth accountability. Appropriate for any <u>drug court</u> . Report the average number of calendar days that youth participate in the <u>drug court</u> . Enrollment includes things like signing a participation agreement, assignment of a <u>drug court</u> case specialist, or appearing before a <u>drug court</u> judge. Include active enrollment, not days a youth appears on case role but cannot be located or is otherwise a non-participant (e.g., the case is closed but the paper work has not yet been processed).
	21. Number and percentage of youth to successfully complete treatment/services referred to as part of the <u>drug court</u>	Measure of program quality based on the idea that well-operated <u>drug courts</u> with appropriate resources will have higher rates of treatment/service completion than would poor-quality programs. Appropriate for any <u>drug court</u> . Report the raw number of youth that successfully complete all of the treatment and service programs that they enter as part of the <u>drug court</u> . Percent is the raw number divided by the total number of youth to enter at least one service or treatment through the <u>drug court</u> .
	22. Number and percentage of youth to successfully complete their <u>drug court</u> requirements	Measure of program quality based on the idea that well operated <u>drug courts</u> with appropriate resources will have higher rates of completion than would poor quality programs. Appropriate for any <u>drug court</u> . Report the raw number of youth that successfully complete all of their <u>drug court</u> requirements (service, treatment, and legal). Percent is the raw number divided by the total number of youth to enroll in the <u>drug court</u> . Enrollment includes things like signing a participation agreement, assignment of a <u>drug court</u> case specialist, or appearing before a <u>drug court</u> judge.
	23. Cost savings per youth	Measure of program efficiency. Appropriate for any <u>drug court</u> . Report the average cost in dollars to adjudicate a youth through the <u>drug court</u> subtracted from the average cost for adjudication of cases by the regular court.
	24. Number and percent of court appearances missed by <u>drug court</u> participants	Measure of youth accountability. Appropriate for any <u>drug court</u> . Report the raw number of court appearances missed by <u>drug court</u> participants. Percent is the raw number divided by the total number of court appearances scheduled.
	25. Number and percent of <u>drug court</u> participants for whom a <u>bench warrant</u> is issued	Measure of system accountability. Appropriate for any <u>drug court</u> . Report the raw number of <u>drug court</u> participants to be issued a <u>bench warrant</u> . Percent is the raw number divided by the number of <u>drug court</u> participants enrolled during any part of the reporting period.

JABG Purpose Area	Performance Measure	Purpose
9. Establishing and maintaining a system of juvenile records designed to promote public safety.	1. Number and percentage of <u>units of local government (ULGs)</u> that have <u>automated data systems</u>	Determine level of <u>automated data system</u> . Most appropriate for State or county-level grantees or grantees that encompass more than one <u>ULG</u> . Report the raw number of <u>ULGs</u> that have at least partial automation of their juvenile justice data systems. This could include things like electronic youth <u>assessment</u> processes that do not require hardcopies, electronic data request procedures, centralized databases that multiple systems can access, electronic consent forms that once completed automatically allow data access to the specified person(s). Percent is the raw number divided by the total number of <u>ULG</u> under the grantee.
	2. Number and percentage of cases that are in the <u>automated systems</u>	Determine the scope of the automation. Most appropriate for grantees that have some level of automation of the juvenile justice records. Report the raw number of justice cases (not individual youth) that have at least some information entered into the data system. This includes things like locator information, <u>screening</u> or <u>assessment</u> data, case management information, probation meeting summaries, or results of drug tests. Percent is the raw number divided by the total number of cases opened or handled by the grantee.
	3. Number and percentage of data elements that are automated	Determine the efficiency of the system. Appropriate for grantees that have at least partial data automation. Report the raw number of data elements in the system. Percent is the raw number divided by the number of data elements that exist. For example, each variable could be each of the responses to <u>assessment</u> questions, the responses on forms required for a cases record (e.g., notations about probation or case management meetings), information about treatment, information about the <u>arresting</u> crime, justice charges, judicial status, and service referrals and youth and family locator information.
	4. Number and percent of staff trained to use the <u>automated systems</u>	Determine system accountability based on the idea that for the system to be useful, staff must be trained to use it. Appropriate for grantees with at least partially <u>automated systems</u> . Report the raw number of staff that have received any amount of formal training about the <u>automated systems</u> . Training can be in any format or medium as long as its receipt can be verified. Training can be from any source as long as it was at least facilitated by the JABG funds. Percent is the raw number divided by the total number of grantee staff.

JABG Purpose Area	Performance Measure	Purpose
	5. Number of hours of training provided about the <u>automated system</u>	Determine system accountability based on the idea that for the system to be useful, staff must be trained to use it. Appropriate for grantees with at least partially <u>automated systems</u> . Report the raw number hours of training provided. Training can be in any format or medium as long as it can be verified that staff were aware of the training and were able to avail themselves of it (e.g., it was not cost prohibitive or offered at a time that conflicted with other necessary duties). Training can be from any source as long as it was at least facilitated by the JABG funds.
	6. Number and percent of case files that are completely automated	Determine the level of operationalization of the automation. Appropriate for grantees with at least partial data automation. Report the raw number of case files (not individual youth) that are completely automated (i.e., all required data about that case are entered in the <u>automated system</u> and ready for use). Percent is the raw number divided by the total number of cases processed or handled by the grantee.
	7. Number and percent of staff with access to the <u>automated system</u>	Measure of system accountability based on the idea that for the system to work, relevant staff need to be able to access the system. Appropriate for grantees with at least partial data automation. Report the raw number of staff that can access the data system as needed. Do not include people who do not have passwords or system authorization or staff who do not have the needed training or equipment to access the data system. Percent is the raw number divided by the total number of grantee staff that would need data access to perform their jobs.
	8. Number and percent of programs about which the data are complete	Measure of operational scope. Most appropriate for county-level grantees or grantees that comprise more than one program (e.g., more than one court unit, more than one level of probation). Report the raw number of programs about which all of their data has been entered into the <u>automated system</u> . This includes each of their clients and the full data about each of those clients. Percent is the raw number divided by the total number of grantee programs.
	9. Number of complaints about data accuracy (including timeliness)	Measure of system quality. Appropriate for any program that has at least partial automation. Report the number of reports of data inaccuracy. Include data change requests or other changes to data made after they have been made available to staff for use or reporting. Do not include errors found during the quality assurance process before the data are available for staff use.

JABG Purpose Area	Performance Measure	Purpose
	10. Time in hours from contact to information being entered into the system	Measure of system efficiency. Appropriate for grantees with at least partial automation. Report the average number of hours from information being gathered to it being entered into the <u>automated system</u> and ready for use. Include data entry and quality control time. If data are entered into the system as they are being collected, the time required would be zero.
	11. Staff time required for client administration	Measure of system efficiency. Appropriate for any grantee with at least partial automation. Report the raw number of hours staff spend on client administration per month divided by the number of hours of staff work. For example, entering client data, verifying school or justice records, compiling <u>assessment</u> or <u>screening</u> data, or tracking client referrals. Do not include time spent in direct contact with client or time providing services or treatment. Time spent arranging or scheduling service or treatment should be counted.
	12. Percent of redundant <u>assessments/intakes</u> performed	Measure of system efficiency. Appropriate for grantees with at least partial automation. Determine the average number of <u>assessments</u> that clients receive as part of the program. Report number of repeat <u>assessments</u> administered to clients divided by the average number of <u>assessments</u> clients must complete as part of the program. Repeat <u>assessments</u> include youth <u>assessed</u> on the same issues, such as to determine level of drug use or for personal locator information, more than once in a 90-day period. It does not include intentional periodic <u>reassessments</u> for clinical reasons or <u>reassessments</u> conducted because of a change in client circumstances. For example, if a client had been <u>assessed</u> regarding treatment and service needs by the pretrial unit before adjudication, as well as by the <u>probation officer</u> post adjudication and the two programs to which the <u>probation officer</u> refers the youth, this youth would have 75 percent redundancy in <u>assessment</u> .
	13. Number and percent of requests for missing information about a youth or case	Measure of system effectiveness. Appropriate for grantees with at least some level of automation. Report the raw number of repeat requests for information or requests for additional detail in existing information. Also include requests for client information that would be expected to be in the <u>automated system</u> but is missing. Percent is the raw number divided by all requests for client information.

JABG Purpose Area	Performance Measure	Purpose
	14. Number and percent of data/information requests that must be submitted more than once	Measure of system effectiveness. Appropriate for grantees with at least partial automation. Report the raw number of times that the same data must be submitted to the system. Include data that are lost after submission, data that become unusable after submission, and data that must be resubmitted because of system revisions or changes. Percent is the raw number divided by the total number of data submissions. Count batch submissions (e.g., routine submissions of a week's worth of client <u>assessments</u>) as single submissions regardless of the number of variables or cases included.
	15. Number and percent of units with agreements to use common <u>intake/assessment</u> forms	Measure of system accountability based on the idea that the use of a single form increases system efficiency and reduces the burden on clients. Appropriate for most grantees under this purpose area. Report the number of different entities that require youth <u>assessments</u> and that have agreements to use the data from the same <u>assessment</u> . Include both entities that have formal agreements to this effect or those who have a history of sharing their <u>assessment</u> data. Percent is the raw number divided by the number of entities that clients are in contact with. If multiple groups share <u>assessment</u> data among themselves but not with each other, report the number that is the larger of the two as the raw number.
	16. Number of data queries	Measure of system use and a proxy for data usefulness. Appropriate for grantees with at least partial automation. Report the number of separate times that authorized users access the automated data. Do not include access for the purpose of data entry.
	17. Number of different standard reports that are programmed into the system	Measure of system accountability to staff. Appropriate for grantees with at least partial automation. Report the number of different standard reports that users can create with the system. Standard reports are those that are routinely required of users or are choices programmed into a report menu offered to users. Do not include custom reports that users can create individually.

JABG Purpose Area	Performance Measure	Purpose
10. Establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, <u>supervision</u> , and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.	1. Number of <u>partner agencies</u>	Measure of collaboration. Appropriate for any grantee involved in at least one partnership. Report the number of agencies that have formal partnership agreements (e.g., memoranda of understanding, contracts, or letters of agreement) with the grantee.
	2. Number of data elements shared among <u>partner agencies</u>	Measure of collaboration. Appropriate for any grantee with at least one partnership. Report the number of different pieces of information that are shared by the grantee and its <u>partner agencies</u> . Different pieces of information might be each of the responses to an <u>assessment</u> , case manager reports, results of drug tests, or informed consent.
	3. Number and percent of youth about whom there is a complete case file	Measure of system accountability. Appropriate for grantees that require client information from outside sources (e.g., school records, public health records) under this purpose area. Report the raw number of grantee case files (not individual youth) that are complete (i.e., all required data about that case are in the case file). Percent is the raw number divided by the total number of case files that are active, and processed or handled by the grantee.
	4. Number and percent of staff trained in <u>information sharing</u>	Determine system accountability based on the idea that for the process to be useful, staff must be trained to use it. Appropriate for most grantees under this purpose area. Report the raw number of staff that have received any amount of formal training about <u>information sharing</u> (include both general information and agency specific information). Training can be in any format or medium as long as its receipt can be verified. Training can be from any source as long as it was at least facilitated by the JABG funds. Percent is the raw number divided by the total number of grantee staff.
	5. Number of hours of training provided about the <u>information sharing</u>	Determine system accountability based on the idea that for the process to be useful, staff must be trained to use it. Appropriate for most grantees under this purpose area. Report the raw number of hours of training provided. Training can be in any format or medium as long as it can be verified that staff were aware of the training and were able to avail themselves of it (e.g., it was not cost prohibitive or offered at a time that conflicted with other necessary duties). Training can be from any source as long as it was at least facilitated by the JABG funds.

JABG Purpose Area	Performance Measure	Purpose
	6. Staff time required to access client data from outside agencies	Measure of system efficiency. Appropriate for grantees that require client information from outside sources (e.g., school records, public health records) under this purpose area. Report the percent of staff hours spent on gathering client data from outside entities per month. For example, getting school attendance data or probation status. Include time required to get data from clients that other entities may already have, but do not include time gathering unique information directly from client.
	7. Number of interagency information requests	Proxy for system usefulness. Appropriate for grantees with operational <u>information sharing programs</u> . Report the number of requests for information both to the grantee's agency from staff at <u>partner agencies</u> or from the grantee's agency to staff at <u>partner agencies</u> .
	8. Average time in hours from information request to information receipt	Measure of system efficiency. Appropriate for grantees with operational <u>information sharing programs</u> . Report the average number of hours from the time interagency information is requested to the time it is received by the requestor. Include time for initial data receipt as well as any additional time for follow-up requests based on missing, unusable, or confusing data.
	9. Number and percent of youth that are referred for similar services through different agencies or staff (i.e., redundant referrals)	Measure of system accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the raw number of youth who receive redundant referrals (i.e., referrals for the same type of service or treatment from multiple sources or from the same agency as part of the same case). Do not include referrals for cause (e.g., a new problem arises, a new provider must be found, or the problem reoccurs). Percent is the raw number divided by the number of youth served by the grantee.
	10. Number and percent of youth on waiting lists for treatment or service	Measure of system accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the raw number of youth put on a waiting list for treatment or service at any point in their process through the system and for any length of time. Percent is the raw number divided by the total number of clients handled or processed by the grantee.
	11. Number and percent of days youth spend on waiting lists for treatment or service	Measure of system accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the cumulative number of calendar days any client is on a waiting list for service or treatment. Percent is the cumulative number of calendar days divided by the total number of days that clients were served by, or the responsibility of, the grantee.

JABG Purpose Area	Performance Measure	Purpose
	12. Number and percent of youth who cannot receive identified services (e.g., slots full, service not provided locally)	Measure of system accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the raw number of youth, who for any reason do not receive the service or treatment indicated as needed by their <u>assessment</u> . Percent is the raw number divided by the number of clients served by, or the responsibility of, the grantee.
	13. Time to service (days)	Measure of system accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the average number of days from the time a client is <u>assessed</u> as needing a service to the first receipt of that service. There may be multiple entries per youth.
	14. Number and percent of youth about whom information is shared across agencies	Measure of system scope. Appropriate for grantees with operational <u>information sharing programs</u> . Report the raw number of grantee clients about whom the grantee either receives from or distributes information to <u>partner agencies</u> . Percent is the raw number divided by the total number of grantee clients.
	15. Number and percent of youth to enter services or treatment to which they are referred	Measure of system accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the raw number of youth who are referred to a service or treatment and who receive at least one session of that service or treatment. Percent is the raw number divided by the total number of youth referred to at least one service or treatment.
	16. Number and percent of services and treatments successfully completed by youth	Measure of youth accountability. Appropriate for grantees with operational <u>information sharing programs</u> . Report the raw number of services and treatment for which the enrolled youth successfully complete all of the requirements of that service or treatment. Percent is the raw number divided by the total number of services or treatments in which youth are enrolled. There may be multiple entries per youth.

JABG Purpose Area	Performance Measure	Purpose
11. Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.	1. Number and percent of staff trained in <u>accountability programming</u>	Determine system accountability based on the idea that for the process to be useful, staff must be trained to use it. Appropriate for most grantees under this purpose area. Report the raw number of staff that have received any amount of formal training about <u>accountability programming</u> (include both general information and agency specific information). Training can be in any format or medium as long as its receipt can be verified. Training can be from any source as long as it was at least facilitated by the JABG funds. Percent is the raw number divided by the total number of grantee staff.
	2. Number of hours of training about <u>accountability programming</u> offered	Determine system accountability based on the idea that for the process to be useful, staff must be trained to use it. Appropriate for most grantees under this purpose area. Report the raw number of hours of training provided. Training can be in any format or medium as long as it can be verified that staff were aware of the training and were able to avail themselves of it (e.g., it was not cost prohibitive or offered at a time that conflicted with other necessary duties). Training can be from any source as long as it was at least facilitated by the JABG funds.
	3. Number of <u>accountability programs</u> in operation	Measure of program implementation. Appropriate for grantees that have <u>accountability programs</u> in operation. Report the number of different <u>accountability programs</u> that are operational (e.g., serving clients). Include programs that are partially and fully operational. Different programs would be those, for example, that offer different services, serve different populations, have different procedures or criteria for inclusion or operation, or are run by different people/agencies/organizations.
	4. Number and percent of justice agencies providing <u>accountability programming</u>	Measure of system accountability. Appropriate for grantees that encompass multiple justice agencies. For example, a county justice system, a county government, or a service provider that works throughout the entire justice system. Report the raw number of different justice agencies that have at least one operational <u>accountability program</u> . Percent is the raw number divided by the total number of justice agencies in the local area (e.g., if the grantee is a county the divisor would be the total number of justice agencies in the county).

	Performance Measure	Purpose
	5. Number of <u>accountability program</u> slots	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the number of youth that the program(s) can serve simultaneously.
	6. Number of <u>supervision</u> meetings per youth per month	Measure of program quality. Appropriate for grantees with operational <u>accountability programs</u> . Report the average number of times participating youth met with a representative of the justice system in the preceding month. Depending on the program it may be youths' probation or parole officer, a specialty court judge, or the staff at the <u>detention</u> or day reporting center that monitors youths' progress towards fulfilling their justice requirements.
	7. Time in days from offender <u>intake</u> into the <u>accountability program</u> to receipt of a sanctions schedule	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the average number of calendar days from youth intake in the <u>accountability program</u> to their receiving a sanctions schedule. Intake can include things like signing a participation agreement or assignment of a program case specialist.
	8. Number and percent of youth with a <u>behavioral contract</u> developed at their <u>intake</u> into the <u>accountability program</u>	Determine whether <u>graduated sanctions</u> are being used as intended with the development of <u>behavioral contract</u> at youth <u>intake</u> . This measures system accountability. Appropriate for all programs implementing <u>graduated sanctions</u> . Report raw number of youth in <u>graduated sanctions</u> programs that had a <u>behavioral contract</u> developed when they entered the program. Percent is calculated by dividing the number of youth with a contract developed at <u>intake</u> by the total number of youth to enter the <u>accountability program</u>
	9. Time in hours from <u>infraction</u> to sanction	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the average number of hours from when a youth violates the <u>behavioral contract</u> , or the program rules, to when that youth receives a sanction.
	10. Number and percent of sanctions that are successfully contested by youth or their families	Measure of program accountability based on the idea that procedures for <u>contesting sanctions</u> are a vital part of <u>accountability programming</u> . Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of sanctions that are overturned, reversed, or revised. Percent is the raw number divided by the total number of sanctions enacted.

	Performance Measure	Purpose
	11. Number and percent of youth referrals across departments, organizations, agencies, or units	Measure of system collaboration. Appropriate for grantees that work with other agencies to provide client services. Report the raw number of client referrals (to or from the grantee) that involve other departments, organizations, agencies, or units. Percent is the raw number divided by the total number of client referrals.
	12. Number and percent of eligible youth to enter an <u>accountability program</u>	Measure of system accountability based on the idea that the system should meet the identified need for service. Appropriate for grantees that oversee youth, such as court systems or probation departments. Report the raw number of youth enrolled in <u>accountability programs</u> during any part of the reporting period. Percent is the raw number divided by the total number of youth processed by the grantee during any part of the reporting period that met the criteria for inclusion into an <u>accountability program</u> (e.g., they were not <u>arrested</u> for an excluded crime).
	13. Number and percent of youth to receive <u>aftercare services</u>	Measure of system accountability. Appropriate for operational <u>accountability programs</u> or grantees that oversee youth (e.g., case managers, probation, or parole officer) who participate in <u>accountability programming</u> . Report the raw number of youth to receive aftercare programming as part of the <u>accountability program</u> . Percent is the raw number divided by the total number of youth to participate in an <u>accountability program</u> .
	14. Average percent of days youth received treatment/services	Measure of system accountability and program implementation. Appropriate for grantees with operational <u>accountability programs</u> . Report the average number of calendar days that youth receive an <u>accountability program</u> treatment or service divided by the total number of days they were enrolled in the program. Include clinical, non-clinical, and supervision treatment services.
	15. Number and percent of youth assigned to <u>alternatives to detention</u>	Measure of system accountability based on the idea that youth should not be placed in detention unnecessarily. Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of program youth who were assigned to an <u>alternative to detention</u> that, without the program, would have been assigned to <u>detention</u> . Percent is the raw number divided by the raw number plus the number of youth assigned to <u>detention</u> .

	Performance Measure	Purpose
	16. Number of days of program participation per youth	Measure of program scope. Appropriate for grantees with operational <u>accountability programs</u> . Report the average number of calendar days youth participate in the program (i.e., from <u>intake</u> to completion). Include both clients who complete successfully and those who do not.
	17. Number and percent of youth to complete their <u>accountability program</u> successfully	Measure of youth accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of youth to successfully fulfill the requirements of the <u>accountability program(s)</u> that they were assigned to or enrolled in. Percent is the raw number divided by the total number of youth assigned to or enrolled in <u>accountability programs</u> .

JABG Purpose Area	Performance Measure	Purpose
12. Establishing and maintaining programs to conduct risk and needs assessments of juvenile offenders that facilitate the effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment to such offenders.	1. Number and percent of <u>intake</u> units using valid and reliable <u>risk assessments</u>	Measure of program implementation. Appropriate for grantees that oversee more than one unit, department, or entity that conducts youth <u>intake</u> procedures. Report the raw number of units that use a <u>risk assessment</u> tool (with at least 80 percent of the youth they process) that has been determined through research or evaluation to be valid and reliable. Percent is the raw number divided by the total number of <u>intake</u> units overseen by the grantee.
	2. Number and percent of <u>intake</u> units using valid and reliable <u>needs assessments</u>	Measure of program implementation. Appropriate for grantees that oversee more than one unit, department, or entity that conducts youth <u>intake</u> procedures. Report the raw number of units that use a <u>needs assessment</u> tool (with at least 80 percent of the youth they process) that has been determined through research or evaluation to be valid and reliable. Percent is the raw number divided by the total number of <u>intake</u> units overseen by the grantee.
	3. Average number of sources used in <u>assessment</u> process	Measure of system accountability based on the idea that the more sources used, the more accurate the <u>assessment</u> will be. Appropriate for grantees that conduct youth <u>assessments</u> . Report the average number of data sources used in the <u>assessment</u> process (e.g., school records, parental reports, justice records, face-to-face <u>assessments</u> , behavioral observation). If members of a youth's family are <u>assessed</u> separately count them as different sources, but if they are interviewed together or more than one interview is required to fill in missing information, count them as one source.
	4. Number and percent of <u>assessment</u> staff with specialized training	Measure of system accountability based on the idea that properly trained staff provide better service. Appropriate for grantees that conduct <u>assessments</u> . Report the number of staff who conduct <u>assessments</u> , have either received specific training about conducting <u>assessments</u> , or have specialized degrees or certifications (such as being Certified Addictions Specialists, or licensed social workers). Percent is the raw number divided by the total number of staff who conduct assessments.
	5. Number and percent of youth fully <u>assessed</u> using <u>risk</u> and <u>needs assessments</u>	Measure of system accountability. Appropriate for grantees that conduct youth <u>assessments</u> . Report the raw number of youth to have complete <u>assessment</u> files (i.e., all <u>assessments</u> were completely administered and there are no missing data). Percent is the raw number divided by the total number of youth processed by the grantee.

JABG Purpose Area	Performance Measure	Purpose
	6. Of the total number of youth identified as needing <u>substance abuse treatment</u> , the percent identified through the <u>screening/assessment</u> process	Measure of system accountability based on the idea that effective <u>assessment</u> systems will catch the majority of youth with the targeted service needs. Appropriate for grantees that use the results of youth <u>assessments</u> (whether or not they conduct the <u>assessments</u> themselves). Report the raw number of youth identified as needing <u>substance abuse treatment</u> through the <u>assessment</u> process divided by the total number of youth identified as needing <u>substance abuse treatment</u> .
	7. Of the total number of youth identified as needing <u>mental health services</u> , the percent identified through the <u>screening/assessment</u> process	Measure of system accountability based on the idea that effective <u>assessment</u> systems will catch the majority of youth with the targeted service needs. Appropriate for grantees that use the results of youth <u>assessments</u> (whether or not they conduct the <u>assessments</u> themselves). Report the raw number of youth identified as needing mental health treatment through the <u>assessment</u> process divided by the total number of youth identified as needing mental health treatment.
	8. Average time in hours from first justice contact for current offense to youth <u>screening</u>	Measure of program efficiency. Appropriate for programs that screen clients or refer clients for <u>screening</u> . Report the average number of hours from youth entering the system (e.g., being referred to the system by their school, being <u>arrested</u> , etc.) to their <u>screening</u> being completed (i.e., all <u>screening</u> data being completely collected).
	9. Average time in hours from <u>screening</u> to <u>assessment</u>	Measure of program efficiency. Appropriate for programs that assess clients or refer clients for <u>assessment</u> . Report the average number of hours from youths' <u>screening</u> being completed (i.e., all <u>screening</u> data being completely collected) to their <u>assessment</u> being completed (i.e., all <u>assessment</u> data being completely collected).
	10. Average time in days from <u>assessment</u> to first service receipt	Measure of program efficiency. Appropriate for programs that serve clients or refer clients for service. Report the average number of calendar days from youths' <u>assessment</u> being completed (i.e., all <u>assessment</u> data being completely collected) to their first receipt of service.
	11. Number and percent of referrals to <u>primary prevention services</u>	Measure of program operation. Appropriate for grantees that generate client referrals or oversee the referral process (e.g., a county grantee spending the funds on building accountability capacity in a probation department). Report the raw number of referrals (not individual youth) for a primary prevention service. Percent is the raw number divided by the total number of referrals generated.

JABG Purpose Area	Performance Measure	Purpose
	12. Number and percent of referrals to <u>secondary prevention services</u>	Measure of program operation. Appropriate for grantees that generate client referrals or oversee the referral process (e.g., a county grantee spending the funds on building accountability capacity in a probation department). Report the raw number of referrals (not individual youth) for a secondary prevention service. Percent is the raw number divided by the total number of referrals generated.
	13. Number of different service referrals per youth	Measure of program operation. Appropriate for grantees that generate client referrals or oversee the referral process (e.g., a county grantee spending the funds on building accountability capacity in a probation department). Report the average number of referrals received by program participants while they are in the program. Different programs would be those, for example, that offer different services, serve different populations, have different procedures or criteria for inclusion or operation, or are run by different people/agencies/organizations.
	14. Number and percent of times services identified through youth <u>assessment</u> are actually received by the <u>assessed</u> youth	Measure of system accountability based on the idea that if the system identifies a service need, it has the responsibility to meet that need. Appropriate for grantees that use the results of youth <u>assessments</u> (whether or not they conduct the <u>assessments</u> themselves). Report the raw number of times a youth enrolls in, or receives, a service that they were <u>assessed</u> as needing. Percent is the raw number divided by the total number of services that youth were <u>assessed</u> as needing.
	15. Number and percent of cases assigned to <u>alternatives to detention</u>	To determine if the program is working as intended by actually reducing the number of cases that result in <u>detention</u> . Most appropriate for grantees that include <u>detention</u> in their list of potential sanctions. Report the raw number of program youth who were assigned to an alternative institution and who would otherwise have been assigned to <u>detention</u> . Percent is the raw number divided by the raw number plus the number of youth assigned to <u>detention</u> .
	16. Number and percent of youth who cannot receive identified services (e.g., slots full, service not provided locally)	Measure of system accountability. Appropriate for grantees that use the results of youth <u>assessments</u> (whether or not they conduct the <u>assessments</u> themselves). Report the raw number of youth who do not receive the service or treatment indicated as needed by their <u>assessment</u> . Percent is the raw number divided by the number of youth assessed as needing service.

JABG Purpose Area	Performance Measure	Purpose
13. Establishing and maintaining accountability-based programs that are designed to enhance school safety.	1. Percent of time per week spent on <u>accountability programming</u>	Measure of system accountability. Appropriate for schools implementing or developing <u>accountability programming</u> or grantees that work with schools on <u>accountability programming</u> . Report the average number of hours per week that school staff spend on <u>accountability programming</u> . Percent is average time spent divided by average number of hours worked per week. Compute averages by school. If a grantee is computing for more than one school, report the average across schools.
	2. Number and percent of school staff trained to implement <u>accountability programming</u>	Measure of system accountability. Appropriate for schools implementing or developing <u>accountability programming</u> or grantees that work with schools on <u>accountability programming</u> . Report the raw number of staff that have received any amount of formal training about <u>accountability programming</u> (include both general information and agency specific information). Training can be in any format or medium as long as its receipt can be verified. Training can be from any source as long as it was at least facilitated by the JABG funds. Percent is the raw number divided by the total number of school staff.
	3. Number of different <u>graduated sanctions</u> options per level (immediate, intermediate, <u>secure care</u> , aftercare)	Determine coverage of the <u>graduated sanctions</u> approach within the local juvenile justice system or comprehensive programs. Most appropriate for projects with operational <u>accountability programs</u> . Report raw number of different <u>sanctioning options</u> by level. Different implies that the options either employ different techniques or <u>activities</u> , target different populations, or have different goals.
	4. Number of different <u>accountability programs</u> operating	Measure of program implementation. Appropriate for grantees that have operational <u>accountability programs</u> . Report the number of different <u>accountability programs</u> that are operational (e.g., serving clients). Include programs that are partially and fully operational. Different programs would be those, for example, that offer different services, serve different populations, have different procedures or criteria for inclusion or operation, or are run by different people/agencies/organizations.
	5. Number of <u>graduated sanctions</u> slots per level (immediate, intermediate, <u>secure care</u> , aftercare)	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the number of youth that the program(s) can serve simultaneously at each sanction level.

JABG Purpose Area	Performance Measure	Purpose
	6. Number and percent of staff participating in <u>accountability programs</u>	Measure of system accountability based on the idea that programs require full staffing to work appropriately and a larger percent of staff involvement implies more institutionalization. Report the raw number of school staff working on, participating in, or contributing to <u>accountability programming</u> . Percent is the raw number divided by the total number of school staff.
	7. Number of school-community partnerships	Measure of system accountability based on the idea that program success is based on providing coordinated services. Appropriate for most grantees under this purpose area. Report the raw number of community agencies or groups with which the school (or school district) has a formal partnership agreement. Such agreements can take the form of memorandums of understanding, formal procedures for referrals between the agency and the school, or any other document that outlines how the community agency will work with the school.
	8. Number of school-justice partnerships	Measure of system accountability based on the idea that program success depends on providing coordinated services. Appropriate for most grantees under this purpose area. Report the raw number of justice agencies (e.g., probation departments, police departments, community policing units, day reporting centers) with which the school (or school district) has a formal partnership agreement. Such agreements can take the form of memorandums of understanding, formal procedures for referrals between the agency and the school, or any other document that outlines how the justice agency will work with the school.
	9. Number of different school safety programming options in place	Determine coverage of the school safety approach. Most appropriate for schools, school districts, or county offices that work with schools/education issues. Report raw number of different school safety programs in operation. Different implies that the options either employ different techniques or <u>activities</u> , target different populations, or have different goals.

	10. Number and percent of youth to receive a sanctions schedule at school orientation	To help determine whether <u>accountability programming</u> is being implemented as intended with the distribution of the sanctions schedule at school orientation. This measures system accountability. Appropriate for schools, school districts, or county departments that oversee schools/education. Report raw number of youth that received a sanctions schedule at school orientation. If there is no formal orientation, use the start of classes as the time point. Percent is calculated by dividing the number of youth to receive a sanctions schedule at orientation by the number of youth to enter the school(s).
	11. Average time in hours from <u>infraction</u> to sanction	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the average number of hours from when a youth does something that violates the school behavior rules or guidelines to that youth receiving a sanction. Include only closed cases (i.e., those in which a sanction has been administered or the case dismissed).
	12. Number and percent of misconduct events handled using accountability sanctions/guidelines	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of <u>infractions</u> to result in the prescribed sanctions (the type of sanction, the timing of the sanction, etc.). Percent is the raw number divided by the total number of <u>infractions</u> .
	13. Number of target youth referred to the justice system	Measure of youth accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of youth who are receiving or participating in <u>accountability programming</u> (including those bound by accountability sanctions schedules even if they are receiving no direct services) to be referred to the justice system from the school. Percent is the raw number divided by the total number of youth who are receiving or participating in <u>accountability programming</u> (including those bound by accountability sanctions schedules even if they are receiving no direct services).
	14. Number of formal incident reports	Measure of youth accountability based on the idea that incident reports partially represent youth misbehavior. Appropriate for programs that serve youth. Report the number of incident reports made to the school. Include reports to the school administration about accidents, fights, non-attendance at class, or other forms of misbehaviors. Also, include any other formal notations about misbehaviors such as warnings issued or notices to parents.

	15. Number of crimes reported to the police	Measure of youth accountability based on the idea that crime reports partially represent youth misbehavior. Appropriate for programs that serve youth. Report the number of crimes reported to police that involve crime affecting school personnel, school property, or students. For reports of crime against people, include events that occur on school property, involve students (or recent students) as perpetrators, or are otherwise related to the school.
	16. Number and percent of teachers threatened at school	Measure of youth accountability. Most appropriate for schools or school districts. Report the raw number of teachers that receive threats from students (actual or presumed). Percent is the raw number divided by the total number of teachers.
	17. Number of weapons seized	Measure of youth accountability. Appropriate for programs that serve youth. Report the number of weapons (e.g., guns, knives, sticks) seized from youth.
	18. Average number of hours youth spend out of learning activities	Measure of system operation, based on the idea that students should remain in a learning environment when possible. Appropriate for schools or programs providing education or training. Report the average number of hours youth spend outside of learning <u>activities</u> (e.g., lectures, presentations, field trips, or other <u>activities</u> designed to meet the instructional goals of the program/school) per week divided by the total hours of instruction possible per week.

JABG Purpose Area	Performance Measure	Purpose
14. Establishing and maintaining restorative justice programs.	1. Number of different <u>restorative justice programs</u> implemented	Measure of program implementation. Appropriate for grantees that administer more than one <u>restorative justice program</u> . Report the maximum number of different <u>restorative justice programs</u> in operation simultaneously. Different implies that the programs either employ different techniques or <u>activities</u> , target different populations, or have different goals
	2. Number and percent of youth to participate in any of the following events: <u>victim offender mediation/dialogue</u> ; <u>family group conferencing</u> ; <u>peacemaking circles</u> ; restitution; personal services to victims; <u>community service</u> ; apologies; victim/community impact panels; <u>community/neighborhood impact statements</u> ; <u>victim empathy groups/classes</u>	Measure of program operation. Appropriate for most <u>restorative justice programs</u> . Report the raw number of youth to participate in any of the following events: <u>victim offender mediation/dialogue</u> ; <u>family group conferencing</u> ; <u>peacemaking circles</u> ; restitution; personal services to victims; <u>community service</u> ; apologies; victim/community impact panels; <u>community/neighborhood impact statements</u> ; <u>victim empathy groups/classes</u> . Percent is the raw number divided by the number of youth served by the slots.
	3. Amount of funds allocated to <u>restorative justice programming</u>	Determine the distribution of the money. Appropriate for any project paying for <u>restorative justice programming</u> . Report the raw dollar amount of JABG funds spent on <u>restorative justice programming</u> .
	4. Number of <u>restorative justice program</u> slots	Determine program scope. Appropriate for programs that offer <u>restorative justice programming</u> . Report the raw number of <u>restorative justice programming</u> slots that the program has at any one time. Include both programs directly delivered by the grantee as well as programs that youth have access to through the grantee. For example, if a program can process <u>victim impact statements</u> for 5 juvenile offenders and serve 25 youth through a victim empathy class, the number of slots would be 30.

JABG Purpose Area	Performance Measure	Purpose
	5. Number of hours of <u>restorative justice training</u> offered to justice staff by type (orientation, continuing education, cross training with community-based organizations)	Measure of infrastructure. Appropriate for programs whose staff offer <u>restorative justice programming</u> . Report the raw number of hours of <u>training</u> offered about <u>restorative justice</u> (by topic). Include in-house and external training and any training medium (classes, observations, online, etc.) as long as it can be verified that staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if the training did not conclude before the end of the period.
	6. Number of hours of community outreach about <u>restorative justice programming</u>	Measure of infrastructure. Appropriate for programs that offer or promote <u>restorative justice programming</u> . Report the number of hours of outreach <u>activities</u> conducted by staff or on behalf of staff. For example, if someone made a presentation at a PTA meeting for 1 hour, count 1 hour plus travel and administration time; if someone dropped off flyers at a PTA meeting, count the actual time spent delivering the flyers.
	7. Number and percent of times <u>restorative justice</u> is part of <u>case dispositions</u> of juvenile offenders.	Measure of system accountability. Appropriate for entities that use <u>restorative justice programming</u> such as courts (whether they actually deliver it themselves or not). Report the raw number of <u>case dispositions</u> that include <u>restorative justice programming</u> . Percent is the raw number divided by the number of <u>case dispositions</u> . Include diversion, formal adjudications, warrant hearings, and all other methods of resolving cases against juvenile offenders.
	8. Number and percent of target youth to receive <u>restorative justice programming</u>	Measure of system accountability. Appropriate for entities that use <u>restorative justice programming</u> (whether they actually deliver it themselves or not). Report the raw number of youth to participate in <u>restorative justice programming</u> . Percent is the raw number divided by the total number of youth served by the grantee.
	9. Number of different <u>restorative justice sanctioning</u> options available	Determine coverage of the <u>restorative justice</u> approach. Most appropriate for grantees implementing or referring youth to <u>restorative justice programming</u> . Report raw number of different <u>restorative justice</u> sanctions available. Different implies that the programs either employ different techniques or <u>activities</u> , target different populations, or have different goals.
	10. Number and percent of offenses for which <u>restorative justice</u> is an option	Determine coverage of the <u>restorative justice</u> approach. Most appropriate for programs that refer youth to <u>restorative justice programs</u> . Report the raw number of juvenile justice offenses (criminal, statutory, or civil) for which <u>restorative justice programming</u> may be considered as an option. Percent is the raw number divided by the total number of offenses on the books.

JABG Purpose Area	Performance Measure	Purpose
	11. Number and percent of crime victims to participate in <u>restorative justice programming</u>	Measure of system accountability. Appropriate for entities that use <u>restorative justice programming</u> (whether they actually deliver it themselves or not). Report the raw number of victims of juvenile crime to participate in <u>restorative justice programming</u> . Percent is the raw number divided by the total number of victims processed by the grantee.
	12. Average time in hours from crime report to first contact between victim and victim advocate	Measure of system accountability. Appropriate for grantees that deliver or oversee <u>restorative justice programming</u> . Report the average number of hours from a crime being reported to the crime victim being contacted by a victim advocate (e.g., staff who work to restore the victim rather than staff who work to legally process the crime).
	13. Average time in hours spent by victims advocates with victims	Measure of system accountability. Appropriate for grantees that deliver or oversee <u>restorative justice programming</u> . Report the average number of hours that victim advocates spend with crime victims from first encounter through their last encounter. Include any form of direct contact such as in-person meetings, telephone calls, or e-mails.
	14. Average number of contacts between victim and victim advocate	Measure of system accountability. Appropriate for grantees that deliver or oversee <u>restorative justice programming</u> . Report the average number of times that victim advocates contact crime victims from first encounter through their last encounter. Include any form of direct contact such as in-person meetings, telephone calls or messages, letters, or e-mails.
	15. Number and percent of cases in which victims had input into the offender's <u>disposition</u>	Measure of system accountability. Most appropriate for court units or other entities that process juvenile justice cases. Report the raw number of cases in which victims were able to have input into an offender's sentence. Include making <u>victim impact statements</u> , defining the restitution owed, or other forms of affecting the resolution of a juvenile justice case. Percent is the raw number divided by the number of cases processed.
	16. Number and percent of cases in which community members had input into the offender's sentence	Measure of system accountability. Most appropriate for court units or other entities that process juvenile justice cases. Report the raw number of cases in which community members (i.e., not the victim(s) of the crime or family member of the offender) were able to have input into an offender's sentence. Include making <u>community impact statements</u> , defining the restitution owed, or other forms of affecting the resolution of a juvenile justice case. Percent is the raw number divided by the number of cases processed.

JABG Purpose Area	Performance Measure	Purpose
	17. Number and percent of ordered and actual offenders to pay <u>monetary restitution</u>	Measure of youth accountability. Appropriate for <u>restorative justice programs</u> or those using <u>restorative justice</u> principles. Report the raw number of offenders ordered to pay <u>monetary restitution</u> and the raw number to pay, at least some, restitution. Percent ordered is the raw number ordered divided by the number of youth processed by the grantee. Percent to comply is the raw number to pay divided by the number of youth ordered to pay restitution.
	18. Number and percent of offenders to receive skills building training	Measure of youth accountability. Appropriate for <u>restorative justice programs</u> or those using <u>restorative justice</u> principles. Report the raw number of offenders to actually attend skills building training as part of their <u>case disposition</u> (include offenders that complete at least part of the training). Percent is the raw number divided by the total number of offenders whose cases are handled by the grantee. Do not include educational programs required by the state.
	19. Number and percent of youth to successfully complete their <u>restorative justice</u> requirements	Measure of youth accountability. Appropriate for <u>restorative justice programs</u> or using <u>restorative justice</u> principles. Report the raw number of offenders to successfully fulfill the requirements of the <u>restorative justice program</u> in which they are participating. Percent is the raw number divided by the total number of offenders who participate in <u>restorative justice programming</u> .

JABG Purpose Area	Performance Measure	Purpose
15. Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing juvenile recidivism.	1. Number of different <u>accountability programs</u> in operation	Measure of program implementation. Appropriate for grantees that administer more than one <u>accountability program</u> . Report the maximum number of different <u>accountability programs</u> in operation simultaneously. Different implies that the programs either employ different techniques or <u>activities</u> , target different populations, or have different goals
	2. Number of types of <u>accountability programs</u>	Determine program scope. Appropriate for programs that offer <u>accountability programming</u> . Report the raw number of types of accountability offered. Include both service types directly delivered by the program and service types that youth have access to through the program.
	3. Amount of funds allocated to <u>accountability programming</u>	Determine the distribution of the money. Appropriate for any project paying for <u>accountability programming</u> . Report the raw dollar amount of JABG funds spent on <u>accountability programming</u> .
	4. Number and percent of court/probation units with <u>accountability programs</u> in place	Determine coverage of the <u>graduated sanctions</u> approach within court and probation departments. Most appropriate for projects run through local units of government. Count would be the raw number of courts or probation departments that are implementing or in the process of implementing an <u>accountability program</u> (in the process includes things like training staff on accountability, developing policies on the use of accountability principles, or developing sub-contracts with service providers in anticipation of the program). Percent is the raw number divided by the number of cast/probation units in operation.
	5. Number of <u>accountability program</u> slots	Determine program scope. Appropriate for programs that offer <u>accountability programming</u> . Report the raw number of <u>accountability programming</u> slots that the program has at any one time. Include both services directly delivered by the program and services that youth have access to through the program. For example, if a program can process <u>victim impact statements</u> for 5 juvenile offenders and serve 25 youth through a victim empathy class, the number of slots would be 30.

JABG Purpose Area	Performance Measure	Purpose
	6. Number and percent of cases for which accountability options are used as part of the court/probation process	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of <u>case dispositions</u> that include <u>accountability programming</u> . Percent is the raw number divided by the number of <u>case dispositions</u> . Include diversion, formal adjudications, warrant hearings, and all other methods of resolving cases against juvenile offenders.
	7. Number and percent of cases for which the judge has complete youth case files prior to sentencing	Measure of system accountability. Appropriate for court programs. Report the raw number of case files that have all of the information the judge needs to sentence a youth (e.g., <u>needs assessments</u> , <u>victim impact statements</u> , juvenile justice history). If there are no formal requirements, determine a minimum criteria for a complete file and use those criteria as the requirement.
	8. Number and percent of youth that through the court or probation system participate in <u>accountability programming</u>	Measure of system accountability. Appropriate for entities that use <u>accountability programming</u> (whether they actually deliver it themselves or not). Report the raw number of youth to participate in <u>accountability programming</u> . Percent is the raw number divided by the total number of youth processed by the grantee.
	9. Number of different accountability <u>sanctioning options</u> available	Determine coverage of the accountability approach. Most appropriate for grantees implementing or referring youth to <u>accountability programming</u> . Report raw number of different accountability sanctions available to youth. Different implies that the programs either employ different techniques or <u>activities</u> , target different populations, or have different goals.
	10. Number and percent of juvenile justice offenses for which <u>accountability programs</u> are an option	Determine coverage of the accountability approach. Most appropriate for programs that refer youth to <u>accountability programs</u> . Report the number of juvenile justice offenses (criminal, statutory, or civil) for which <u>accountability programming</u> may be considered as an option. Percent is the raw number divided by the total number of offenses on the books.
	11. Average number of youth per <u>probation officer</u>	Measure of infrastructure. Appropriate for programs that have <u>probation officers</u> . Report the number of open cases divided by the number of probation officers.

JABG Purpose Area	Performance Measure	Purpose
	12. Average number of <u>supervision</u> meetings per youth per month	Determine whether <u>accountability programs</u> are being used as intended with the frequent use of <u>supervision</u> meetings. This measures system accountability. Appropriate for all programs implementing <u>accountability programs</u> . Report the total number of <u>supervision</u> meetings held with youth in the preceding month divided by the number of youth served through <u>accountability programs</u> during that month. Meetings are not limited to face-to-face contact but may include other forms of contact with youth such as telephone calls.
	13. Number and percent of non-compliance events (e.g., missed court dates, positive drug tests)	To determine if youth are acting more accountably as indicated by their fulfillment of their program requirements. Report the raw number of times youth did not do things they specifically had agreed to do in their <u>behavioral contracts</u> or according to their sanctions schedule or did things they specifically agreed not to do. Percent would be the raw number divided by the total number of things the youth were expected to do (or not to do). For example, if a youth was supposed to attend school every day, each unexcused day missed would be a non-compliant event. Percent would be the number of school days missed divided by the total number of days school was in session during the reporting period.
	14. Number and percent of probation contacts that are proactive	Measure of system accountability. Appropriate for programs that staff <u>probation officers</u> . Report the raw number of probation contacts with clients that were not specifically required by law (e.g., not based on a court date or based on a youth committing an <u>infraction</u>). Percent is the raw number divided by the total number of probation contacts with youth.
	15. Number and percent of youth to have a <u>behavioral contract</u> developed at <u>intake</u>	Measure of system accountability. Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of youth to have a <u>behavioral contract</u> developed at intake. Percent is the raw number divided by the number of youth to go through intake.

	16. Average time in hours from <u>infraction</u> to sanction	To determine if the program is becoming more efficient. It is based on the idea that <u>accountability programs</u> must be applied swiftly. Appropriate for any program implementing an <u>accountability program</u> . Applies to youth's <u>infractions</u> while in the <u>accountability program</u> funded with JABG funds. Report the average number of days from <u>infraction</u> by youth according to their <u>behavioral contracts</u> to the <u>infraction</u> being addressed with a sanction.
	17. Number and percent of modifications that resulted in more restrictive release conditions	Measure of youth accountability. Appropriate for grantees that can modify a youth's conditions of release or probation requirements. Report the raw number of times that modifications include more restrictive conditions on youth (e.g., moving from monthly drug testing to weekly). Percent is the raw number divided by the total number of modifications to conditions of release.
	18. Number and percent of youth to have <u>revocation hearings</u>	Measure of youth accountability. Appropriate for grantees that can revoke a youth's release or probation. Report the raw number of youth to have <u>revocation hearings</u> . Percent is the raw number divided by the total number of youth in the program
	19. Number and percent of youth to complete their justice requirements successfully	To determine if youth are acting more accountably as indicated by their fulfillment of their program requirements. Report the raw number of youth to complete the program successfully. Percent would be the raw number divided by the total number of youth served.

JABG Purpose Area	Performance Measure	Purpose
16. Hiring <u>detention</u> and corrections personnel, and establishing and maintaining training programs for such personnel to improve facility practices and programming.	1. Number and percent of staff hired	Measure of infrastructure change. Most appropriate for programs that hired <u>detention</u> and corrections personnel. Report raw number of personnel hired during the reporting period. If full positions are not covered, report the number of full-time equivalents (FTE) paid for. To calculate FTE, divide the number of staff hours paid using JABG funds by 2000. Percent is the number of <u>detention</u> and corrections staff hired (or FTE covered) divided by the total number of program <u>detention</u> or corrections staff (or FTE).
	2. Number and percent of vacant positions	Measure of program capacity. Appropriate for programs that staff <u>detention</u> or corrections staff. Report the raw number of vacant <u>detention</u> or corrections staff positions. Percent is the raw number divided by the total number of <u>detention</u> or corrections positions (open and filled).
	3. Average number of youth and staff	Measure of infrastructure. Appropriate for programs that serve youth. Report the number of youth served at one time divided by the number of staff.
	4. Number and percent of programs with vacant staff positions	Measure of program operational capacity. Appropriate for grantees with multiple programs/units/divisions/departments that staff <u>detention</u> or corrections personnel. Report the raw number of programs/units/divisions/departments that have at least one vacant position. Percent is the raw number divided by the total number of programs/units/divisions/departments.
	5. Number and percent of staff trained in improving facility practices and/or programming	Measure of infrastructure. Appropriate for programs that staff <u>detention</u> or corrections personnel. Report the raw number of staff to receive any training about improving facility practices or programming. Include in-house or external training and any training medium (classes, observations, online, etc.) as long as training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the reporting period. Percent is the raw number divided by the total number of <u>detention</u> or corrections staff.

JABG Purpose Area	Performance Measure	Purpose
	6. Number of hours of training offered in improving facility practices and/or programming	Measure of infrastructure. Appropriate for programs that staff <u>detention</u> or corrections personnel. Report the raw number of hours of training offered about improving facility operations or programming. Include in-house and external training and any training medium (classes, observations, online, etc.) as long as it can be verified that staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if it did not conclude before the end of the reporting period.
	7. Staff time spent on <u>security</u>	Determine if project <u>activities</u> are improving staffing. Most appropriate for grantees that have completed at least one <u>activity</u> (hiring or training). Report the raw number of hours per week that staff (i.e., staff that work directly with clients) spent on <u>security</u> (e.g., searching clients, making sure the facility is secure). Percent is the raw number divided by the total number of hours per week that those staff worked.
	8. Number and percent of staff to rate the training received as helpful	Measure of program quality. Appropriate for programs offering training, whether directly or indirectly. Report the raw number of staff to rate the training received as helpful. Programs will most likely need to use training evaluation forms. Programs do not need to report the specific rating levels, just counts of respondents that found it at least minimally helpful. Percent is the raw number divided by the total number of training attendees.
	9. Number and percent of staff trained who take additional courses on improving facility practices and programming	Measure of staff involvement and interest in the topic. This is a proxy for training quality based on the idea that if training was helpful, staff may elect to take additional training on the topic. Appropriate for programs that have <u>detention</u> or corrections personnel. Report the raw number of staff to take at least a second course or follow-up training on improving facility practices or programming. Percent is the raw number divided by the total number of people initially trained (i.e., the pool of people that could have potentially taken additional training). Do not include mandatory retraining or refresher courses.

JABG Purpose Area	Performance Measure	Purpose
	10. Number and percent of sick days taken	Measure of staff morale based on the idea that well-trained and supported staff are happier in their jobs and, on average, less likely to take sick days. Appropriate for programs that have <u>detention</u> or corrections personnel. Report the combined number of sick days taken by <u>detention</u> or corrections staff during the reporting period. Percent is the combined number divided by the total number of possible workdays for all relevant staff during the reporting period.
	11. Number and percent of days employees are late to work	Measure of staff morale based on the idea that well-trained and supported staff are happier in their jobs and, on average, less likely to arrive late for work. Appropriate for programs that have <u>detention</u> or corrections personnel. Report the combined number of days that <u>detention</u> or corrections staff arrive late for work during the reporting period. Percent is the combined number divided by the total number of possible workdays for all relevant staff during the reporting period.
	12. Number and percent of staff rated as improved by supervisors	Measure of training benefit based on the idea that properly trained staff will perform better in their jobs. Appropriate for programs that have <u>detention</u> or corrections personnel or that utilize staff or personnel who have received at least some training in improving facility practices or programming. Report the raw number of staff to receive either highest rating or an improved rating with regard to their general performance on staff evaluations. If the evaluation has a place to rate knowledge or implementation of new concepts covered in the trainings, that category can be used in place of a general performance category. Percent is the raw number divided by the total number of such staff evaluated during the reporting period.
	13. Number and percent of staff to leave the office/unit	Measure of staff satisfaction based on the idea that staff training can positively impact staff turnover. This is a proxy measure. Appropriate for programs that have <u>detention</u> or corrections personnel or that utilize staff or personnel who have received at least some training in improving facility practices or programming. Report the raw number of staff to leave the program during the reporting period. Do not include staff that were promoted out of the program. Percent is the raw number divided by the number of such staff in the staff pool. For example, if 10 corrections officers from the boys training school were trained, the total pool would be the total number of correctional officers at that facility.

JABG Purpose Area	Performance Measure	Purpose
	14. Number of hours that youth are held in isolation	Measures use of secure <u>detention</u> . Appropriate for any operational program. Report the raw number of hours youth were held in isolation. If a facility is not permitted to hold youth in isolation but refers youth to other facilities, include the number of hours of isolation to result from those referrals in this count.
	15. Number and percent of youth held in isolation	Measures use of isolation. Appropriate for any operational program. Report the cumulative number of days youth are held in isolation. If a facility is not permitted to hold youth in isolation but refers youth to other facilities, include isolation days based on this count.
	16. Average time in hours from <u>infraction</u> to sanction	To determine if the program is becoming more efficient. It is based on the idea that <u>graduated sanctions</u> must be applied swiftly. Applies to youth's <u>infractions</u> while in the <u>graduated sanctions</u> program funded with JABG funds. Report the average time in hours from <u>infraction</u> by youth according to their <u>behavioral contracts</u> to the <u>infraction</u> being addressed with a sanction.
	17. Number and percent of available <u>accountability programming</u> options used	Measure of system accountability (i.e., are staff using all the tools available to them and are the available accountability options appropriate for the site). Appropriate for grantees with operational <u>accountability programs</u> . Report the raw number of different accountability options used at least once during the reporting period. Percent is the raw number divided by the total number of different accountability options. Different implies that the options either employ different techniques or <u>activities</u> , target different populations, or have different goals.
	18. Number and percent of sanction changes that were from a less restrictive to a more restrictive sanction	Measure of youth accountability. Appropriate for grantees that can change youths' sanction level. Report the raw number of times that youth are moved from a less restrictive sanction level to a more restrictive level (e.g., moving from monthly drug testing to weekly). Percent is the raw number divided by the total number of modifications to sanctions.